

**WIGGENHALL ST GERMAN'S PARISH COUNCIL**

**MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL  
HELD ON MONDAY 27<sup>th</sup> MARCH 2023 at 7.30PM, CONVENED IN THE MEMORIAL VILLAGE HALL.**

**Present:**

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

Parish Clerk: Mike Inder.

Borough Councillor: None

County Councillor: None

Apologies: Cllrs Margaret Bunkall.

Absences:

Public: 5.

16/23 **Opening & Apologies for absence:** Cllr Keal opened the meeting, reminded everyone that meetings are recorded and received apologies as above that were accepted.

17/23 **Declarations of interest for items on the agenda:** None.

18/23 **To hear reports from officers:** None received.

19/23 **To hear from the public:** A member of the public reported that there had been regular use of the PRoW on the river embankment by motorbikes. The Chairman commented that he had also noted it and reported it to the Police, who failed to respond within 6 hours. The public are advised to report this to the police on each occasion to build an accurate picture of the problem and to bring it to the attention of the Inspectors as unresolved. In addition, it will be reported to the EA as it causes damage to the banks that could risk a breach and severe flooding. The clerk will also include in the newsletter.

An update to the issues on the Fitton Rd/Lynn Rd was provided by a member of the public who had been in touch with B. Cllr Ayers. It was suggested that an exclamation mark hazard road sign with the wording Tight Bend, could be put in place. The resident was asked to provide further information on an email trail for the clerk to follow up.

There was a query whether dog waste bins could be located along the river embankment footpaths. Cllr Rust provided an explanation from previous enquiries, explaining that the Borough Council will not collect from bins that can't be easily accessed by the collection team from the road (time restraints and manual handling of waste bags).

20/23 **Approval of Minutes of the meeting held on 23rd Jan 2023:** 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.

21/23 **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.

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**22/23 Play Park Project:**

- a. The CIL grant application was successful and £15,000 has been awarded. The clerk and Chairman signed the acceptance form and council confirmed agreement to proceed with the preferred quote with options as agreed had been updated by Kompan and circulated to cllrs.

**23/23 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.
  - ii [22/01549/RM](#) | Reserved Matters: Construction of 4 Detached Dwelling Houses | Land NW of Willow Farm 45 Mill Road Wiggshall St Germans Norfolk: PROW issues – solution from Access Officer recorded. BC Community Safety and Neighbourhood Nuisance Officer – further query for drainage (IDB and surface) concerns, PROW issues clarified, It will be the NCC Access Officer to address any subsequent issues.
- b. Applications to consider:
  - i [23/00259/F](#) | Bramble Cottage 46 Fitton Road PE34 3AX – Replacement of single storey kitchen with 2 storey extension to detached dwelling. (Cllr comments 3 support – no majority to comment)
  - ii [23/00335/F](#) | Demolition of an existing building and construction of a new detached 2 bedroom replacement dwelling | 28 St Peters Road (Cllr comments 1 objection , 1 neutral – no comment submitted).
  - iii [23/00201/F](#) | Single storey rear extension | Level Banks 50 Common Road Wiggshall St Mary the Virgin Norfolk PE34 3EN – Supported with no concerns raised.
- c. Decisions notified by Borough since last meeting: None at time of publishing.
  - i 22/01971/F | Retrospective: Proposed extension to existing dwelling | Two Acres 12 Mill Road. PC Comment Neutral – Application Permitted.
  - ii 22/02277/F | Demolish of the existing conservatory. The erection of a two storey and part single storey extension. | 74 Mill Road. No comment by PC – Application Permitted.

**24/23 Updates on actions from previous meetings:**

- a. Cllrs Ash and Blackburn provided updates on the Coronation events being organised by the Memorial Hall, Ladies Group, the public house landlord and other village organisations. On Sunday 7<sup>th</sup> an afternoon event will be held on the MH field and in the hall with children's entertainment and competitions, stalls and refreshments. Volunteers are welcome as are contribution to the cake stalls and prize raffle. Cllr Ash has applied for the £200 grant towards the event form Norfolk Community Foundation. The main point of contact for event organisation is Mrs Sharon Wiseman of the Ladies Group. Posters for the event are being produced and the clerk will seek to get a copy in time for the Newsletter. A litter pick is being arranged for the 'Big Help Out' on Monday the 8<sup>th</sup> May.
- b. Streetlighting – the clerk has received several reports of faulty streetlights, the repairs have taken longer than usual, in some case months, due to a lack of electronic components sourced from overseas. The clerk is monitoring and hastening and will be seeking an explanation and requesting an improvement of the service provision.

**25/23 Traffic and Highways Issues:**

- a. To receive update on the installation of posts on the corner of School/Lynn Rd. No further update available.
- b. SAM2 report – Cllr Keal provided a report on recent data and will forward the files for upload to the website. The SAM2 is currently deployed in Saddlebow.
- c. To receive update from the Road Safety Steering Group. Cllr Rust reported that the PPS grant was successful albeit with an increased overall cost due to the 10yr NCC maintenance plan, which is mandated.
  - i. It was agreed to proceed with the project with the increase cost of £500.

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- d. Update on Fitton Rd/Lynn R junction – Cllr Keal commented that the update in the public forum had superseded his latest information.
- e. It was noted that the field adjacent to Fitton Rd crossed by WSG FP5 has been recently ploughed and planted and the FP has not been re-instated. The clerk will ask the Access Officer to make contact with the landowner to request the FP is reinstated as the bridge was repaired last year and the FP closure lifted.

26/23 **Correspondence:** The following correspondence has been received and was circulated by email for consideration:

- a. Report from resident re long term pothole reported on High Road leading into Saddlebow. Clerk made enquiries with Highways and it was filled and resolved within 48 hrs with a follow up call of appreciation.
- b. Emails from Saddlebow resident with various road safety concerns and request for information on how to lobby for a permanent VAS speed sign. The clerk provided him with the council's approach to road safety and that SAM2 was the preferred option to static VAS signs. Further details of incidents were requested but not provided.
- c. Update from the Norfolk Parishes Movement for an OTN – circulated.

27/23 Trod to Wiggshall St Marys proposal – Cllr Ash reported that there were several incidences of horse riders using the permissive footpath, this is damaging the path and not part of the agreement. She will contact the ML Commission to see about installing posts at the entrances to prevent horses accessing the PP. The 4 signs for the PP, to include No Horses, were agreed and the clerk will purchase at best price available as per quotes previously circulated.

28/23 LTPF – To receive AFC Lynn updates: The clerk had received a request from AFC Lynn to install further spectator/advertising barriers behind the goals on the main pitch. Council agreed with proviso advertising faced the pitch.

Issue with water supply to the Away showers under investigation with Cllr Rust trying to get a plumber to investigate and quote.

Car park gravel – on-going to obtain quotes for 20t.

29/23 **Items for the agenda of the next meeting of the Parish Council to be held on 10<sup>th</sup> May 2023:**

- a. This is the Annual Parish Meeting at 7pm followed by the First Annual Meeting of the Parish Council post elections (hence date of meetings), election of a chairman, vice and assignment of cllrs areas of responsibility to be determined.
- b. Road Safety Steering Group review.
- c. Review of Play Park Working Group.
- d. To review situation with motorbikes on the PRoW.

The Chairman thanks those present for their contributions and closed the meeting at 8.25pm

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
24/01/2023	E-On Next	Pavilion Electricity 93182205	88	BACS	0.00
18/02/2023	HMRC	PAYE Mth 11	89	BACS	116.40
28/02/2023	M Inder	Salary, Arrears & Expenses Mth Feb	90	BACS	476.48
05/02/2023	Wave	Water Bill LTPF 11591188	91	BACS	74.04
10/02/2023	Tamar Telecommunications	Virtual Phone Inv 3762231	92	DD	6.29
24/02/2023	E-On Next	Pavilion Electricity 98140566	93	BACS	0.00
10/03/2023	BCKLWN	Dog Waste Collection BC110172620	94	BACS	832.00
18/03/2023	HMRC	PAYE Mth 12	95	BACS	116.40
30/03/2023	M Inder	Salary, Expenses Mth Mar	96	BACS	476.48
10/03/2023	Tamar Telecommunications	Virtual Phone Inv 3781374	97	DD	6.29
15/02/2023	EE	CCTV Sim V02077872166	98	DD	10.92
15/03/2023	Westcotec	Street Light Maint Jul-Dec 22 14504	99	BACS	652.76

**Income Since the last meeting**


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