

**WIGGENHALL ST GERMANS PARISH COUNCIL**

**MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL  
HELD ON MONDAY 25<sup>th</sup> MARCH 2024 at 7.30PM, CONVENED IN THE MEMORIAL VILLAGE HALL.**

**Present:**

Parish Councillors: Cllrs David Rust (Chairman), Scilla Ash (Vice Chair), David Harrison, David Johnson, Tony Park, Robert Rawlings and Robert Ward.

Parish Clerk: Mike Inder.

Borough Councillor:

County Councillor:

Apologies: B/C Cllr Brian Long.

Public: 5.

- 16/24 **Opening & apologies for absence:** Cllr Rust opened the meeting and welcomed everyone.
- 17/24 **Declarations of interest for items on the agenda:** None.
- 18/24 **To hear reports from officers:** None received.
- 19/24 **To hear from the public:** Residents present were all there to voice concerns regarding the danger to pedestrians, particularly children, during the school run in the vicinity of School Road, Eaubrink Road, School Lane and the Memorial Hall car park. Due to repeated complaints by a resident of School Lane regarding blocked access and alleged unauthorised use of School Lane for access to the school, the Academy Trust has asked parents to only use the Memorial Hall access to the car park for entry and exit; this is now causing issues with conflicting traffic flow in an area where children are crossing the entry on the path. It was stated by the Chairman that the situation is a neighbour dispute and that the PC, whilst sharing the concern for safety and wellbeing, has no authority or powers to act in this matter but will continue to offer support and advice where appropriate. It was suggested that concerns at school run times should be addressed to the School and Academy Trust in the first instance as there are many schemes and initiatives for improving road safety near schools that have been proven effective in other locations that they might not have explored yet. The PC has been working on improving road safety with the installation of temporary 20mph advisory limit and flashing warning signs, along with exploring junction priorities, additional speed monitoring using the SAM2 sign with data analysis and next year funds are being put in place to install 'white gates' at the entry of the 30mph on Eaubrink road.
- Another resident stated that there were reports that a fence may be erected along the boundary of School Lane to the road across the car park and asked if this was permitted. The Clerk advised that only Highways and the BC Planning authority could make a judgement on the legality of such an installation and that if it were erected then it could be reported for them to make that judgement, but they can't act until it has happened. It was also noted that the Memorial Hall car park is scheduled to be tarmacked in the near future (after Highways clearance expected 30 Apr 24), this will cause further unavoidable issues for the school run that will need consideration by those affected.
- 20/24 **Approval of Minutes of the meeting held on 22<sup>nd</sup> Jan 24:** Having been previously circulated, the minutes were proposed by Cllr Ash, seconded by Cllr Johnson, and agreed as a true reflection of the meeting. The minutes were signed by the chairman.
- 21/24 **Finance:**
- a. The clerk reported that the LTPF switch to EDF was now complete and a DD set up to avoid the issues experienced with Eon.

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- b. Authorisation of payments: All agreed to authorise and ratify the payments at Annex A proposed by Cllr Johnson and seconded by Cllr Harrison.
- c. The church clock servicing contract renewal was received in Feb and was £666 for 3 years, within the budget set and agreed by circular email and ratified for renewal at the meeting
- d. Accounts Reconciliation: Accounts reconciliation prepared by the clerk was presented and a sample audit carried out by Cllr Rust.

**22/24 Play Park Project:**

- a. The clerk reported 3 quotes have been received and that a survey has been published with 93 responses to date; a great response that will allow the PPWG to refine the 'shopping list' of equipment and progress to a comparison of quotes and then start the Grant application process. Fund raising has also started and Palm Paper have given a generous £500 donation toward the project as well as £1000 bequeathed by the late Mrs Jean Green. The next PPWG meeting is on the 8th of Apr.

**23/24 Planning.**

- a. Applications pending decision:
  - i. [24/00324/F](#) | Proposed conversion of existing garage / garden store into residential annex. | 5 Sluice Road Wiggenhall St Mary the Virgin King's Lynn Norfolk PE34 3EQ. The PC debated the application, Cllr Park reported that the plans appeared to be 180 degrees out of orientation, which was later confirmed and amended. The only remaining concern related to the possibility of creating additional street parking. It was decided to support the application but with a condition that the annex remains part of the main residence for the sole use and enjoyment and not permitted to be sold or leased as a separate property, which would potentially increase vehicles at the address to an excessive amount for the off-road parking provisioned.
- b. Decisions notified by Borough since last meeting: None at time of publication.
  - i. [3/00747/F](#) | Retention of shed and storage container and erection of a stable associated with equestrian use of land | Green Gates Common Road Wiggenhall St Mary the Virgin KINGS LYNN Norfolk PE34 3EW. Permitted. Noted
- c. Enforcement:
  - i. 21/00132/UNAUTU Report on query raised regarding land opposite Fallowpipe Road. The clerk reported after consulting with the case officer that the history on this site dates back to 2000, where after appeal, permission for one mobile home and one touring caravan was granted. The latest development has been checked by the case officer and is for the removal of an old mobile home and replacement to be located on a different part of the site. The new fencing is being considered as to whether it meets planning regulations and a follow up check for compliance on other aspects when the redevelopment is complete will be carried out by the case officer.

**24/24 Clerk and Cllr updates on actions from previous meetings:**

- a. Wiggenhall Woodland Creation updates. Nothing significant to report.
- b. Update on development of proposal for wildflower verges. Cllr Harrison reported that he and Cllr Park have survey the various green areas that might be suitable and that they total circa 3,000 Sq. meters. Further consultation with the seed company is proving encouraging with a potential for a contribution of seeds of the species recommended. Woodlan Trust also offer a 4-tree pack of English trees for £16. Further development of the project is on-going with permissions and other implications to be considered.
- c. Crown and Anchor public house – Update on the registration as an Asset of Community Value (ACV). Interim Moratorium ended 12 March 24. The owner is now free to sell.
- d. The Clerk reported that following the sole tree survey quote accepted at the last meeting he had written to the contractor to discuss proceeding but had not had a response to date.

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- e. The Chairman asked for volunteer to form a self-help work-party to carry out the minor play park repairs and refurbishment. Cllr Ward volunteered to organise and cllrs and members of the public offered to assist.

**25/24 Traffic and Highways Issues:**

- a. The clerk reported that he has been in touch with Mr Keal who is content to continue operating the SAM2; the last 3 months of data has been analysed and uploaded to the website, nothing significant to report. The clerk asked the operator to prioritise School Rd and Saddlebow in the next site rotations.
- b. To receive an update on the protection of the grassed area at School/Sluice Rd. Cllr Harrison reported it was still scheduled for the Spring.
- c. To report on the school road safety initiatives progress. Nothing further to report at this juncture.
- d. Update on verge damage. The clerk reported that he wrote to the local farms and businesses to request that they ask their drivers to avoid verges as much as possible while they are so wet and muddy to limit damage and spread of mud onto the highway, and where it was unavoidable that they repair the damage caused. No responses received since sent 6 weeks ago.
- e. Update on post installation on School Road/Lynn Rd junction. 6 posts were installed in February, and one was stolen within 24hrs. It was reported to Highways and suggested that it is replaced in such a way as to make it more resistant to theft.
- f. Update on hedges encroaching the highway. The clerk and Cllr Ward reported that following correspondence with properties noted at the last meeting that 2 of the 3 have been cut and the third is unoccupied currently awaiting completion of sale; that will be monitored and addressed at a later date if required. A cllrs reported 2 further areas of concern, adjacent to 6 Sluice Road blocking the path (Reported to NCC) and the Saddlebow Road High Road along the Palm Paper boundary (to be reported).
- g. Cllr Ward asked what was the latest on the weeds protruding through the new trod on Fitton Rd corner, the clerk reported that it has been highlight again to Highways and that a follow up after Easter period would be raised.

**26/24 Leonard Towler Playing Field matters:**

- a. Update on the upgrade of the water meter and inspection cover. Completed.
- b. Cllr Rust having circulated the quote to repair the pavilion shower fault for £280. Cllr Park proposed accepting the quote seconded by Cllr Harrison and agreed. Cllr Rust asked to proceed.
- c. To consider interior light replacement. Cllr Rust reported that he had passed on the request to the club that if their electrician can provide the necessary electrical certification then a self-help installation was ok, he is awaiting a response.
- d. LTPF Fire Risk Assessment – to approve quote for £475 with only one quote able to be obtained after 3 months of enquiries. Cllr Ash proposed proceeding, seconded by Cllr Ward and agreed.
- e. Notice from Anglian Water of installation of new main meter – smart meter installed, to be monitored for accuracy given recent news reports of inaccuracies.

**27/24 Correspondence:** The following correspondence has been received and was circulated by email for consideration:

- a. Reports of illegal parking on the school zig-zags blocking in residents opposite. Resident advised to contact the Police. Resident said that the Police told her it should be raised with the Safer Neighbourhood Policing Team.
- b. To consider purchase of a D-Day 80 flag for £28.80. Proposed by Cllr Rawlings, seconded by Cllr Ash and agreed.
- c. Offer to apply for a free official portrait of HM King Charles III. The clerk has applied and will store it until required for Op London Bridge.
- d. Notice of reconvened Local Plan Review.
- e. Stop Wensum Link Campaign Group – Request for support. Cllrs agreed that the email was presumptuous and did not represent their views.

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- f. Email from a Saddlebow resident regarding multiple environmental concerns and road/traffic issues. The clerk reported that preceding the email he had received a phone call, during which he signposted the resident to appropriate agencies to deal with his concerns and that regarding the speeding and verge damage that the Council is doing what it can within its powers to improve those matters as well as keeping local road infrastructure faults highlighted to Highways.

28/24 **Items for the agenda of the Annual Parish meeting and Annual Meeting of the Parish Council meetings to be held on 13 May 2024 at 7pm and 7.30pm respectively.** In addition to the regular annual meeting agenda items the Chair asked cllrs to consider a review of Areas of Responsibility. Cllr Ash gave notice that the Memorial Hall refurbishments had seen the toilets all completed and the kitchen was due to be replaced in April.

The Chairman thanked those present for their contributions and closed the meeting at 9.10pm

Signature: .....

Chairman .....

Date .....

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

## Annex A

### Payments for Authorisation since last meeting.

DATE	PAYEE NAME	DETAILS	REF NO	CHEQUE NO / BACS	GROSS AMOUNT
05/02/2024	Memorial Hall	Hall Hire Jan 23- Jan 24	95	BACS	105.00
05/02/2024	Wave	Water bill LTPF 13109447	96	BACS	262.67
05/02/2024	Cozens	Streetlight maintenance inv 8130	97	BACS	120.00
05/02/2024	NJC Utilites & Construction Ltd	LTPF Bowls Water Meter 03320	98	BACS	624.00
10/02/2024	Tamar Telecommunications	Virtual Phone 3940754	99	DD	6.60
18/02/2024	HMRC	PAYE mth 11	100	BACS	139.00
28/02/2024	M Inder - Clerk	Salary & Home Allowance Feb	101	BACS	566.38
22/02/2024	Eon Next	Pavilion Electricity 163035217	102	BACS	89.26
01/03/2024	Minuteman Press	Play Park Survey 40841	103	BACS	96.00
11/03/2024	Cozens	Streetlight maintenance inv 8214	104	BACS	120.00
11/03/2024	Tamar Telecommunications	Virtual Phone 3955626	105	DD	6.60
18/03/2024	HMRC	PAYE mth 12	106	BACS	139.00
29/03/2024	M Inder - Clerk	Salary & Home Allowance Mar	107	BACS	566.38
23/02/2024	EE Limited	LTPF CCTV Sim V02196497250	108	DD	12.49
15/03/2024	EDF Energy	Pavilion Electricity E89884923001	109	DD	25.74
15/03/2024	EE Limited	LTPF CCTV Sim V02206902947	110	DD	12.49

### Income Since the last meeting

13/02/2024	Newsletter advertising inv 37	Kevin Smith Domestic Appliances	25	BACS	10.00
13/02/2024	Newsletter advertising inv 41	Norfolk Wild Venison	26	BACS	20.00
15/02/2024	LT PF Rent inv 39	AFC Lynn	27	BACS	750.00
20/02/2024	Newsletter advertising inv 43	Tim Gilbert Wealth Management	28	BACS	40.00
21/02/2024	Newsletter advertising inv 37	Metcalfe Copeman & Pettefar LLP	29	BACS	40.00
27/02/2024	Bowls Club	Water Recharge inv 42	30	Chq 100668	110.42

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