

Minutes of West Winch Parish Council

Minutes subject to approval at the next meeting.

Tuesday 21st April 2026 at 7:30 pm at West Winch Village Hall

Parish Councillors Present: Cllr Alan Johnson- **Chair**, Cllr Frank Dutton- **Vice Chair**, Cllr Gavin Ball,
Cllr Adam Gipp, Cllr John Collier, Cllr John Lamb
Clerk – Rob Shaw PSLCC

Also present: CC Kemp,

Members of the Public(MOP) – 0

Business to be transacted in accordance with Local Government Act 1972, Sch 12, 10(2) (b)

26.WW 069 Welcome from the Chair and Apologies for Absence (LGA 1972 s 85(1))

Apologies for absence were received from Cllr Thrower and BC Nash

26.WW 070 To receive declarations of interest in items on the agenda and consider any requests for dispensation. (Localism Act 2011 s21 s33)

None Declared

26.WW 071

To Approve and Sign the Minutes of the Ordinary Meeting held on Tuesday, 17th March 2026. (in accordance with standing orders 12a)

The minutes of the meeting held on Tuesday; 17th March 2026 be signed as a true copy.

Proposed : Cllr Dutton – Seconded: Cllr Gipp- Approved by all.

The minutes were signed by the Chair.

Signed _____

Dated _____

26.WW 072 To Receive Reports from County councillors and Borough Councillors. (5 minutes each –

CC Kemp started her report with the Winchley Care Home in the village has been put into special measures. CC Kemp received an email to inform her of this notice.

CC Kemp mentioned that, under the “Cost of Living Crisis” the Affordable food hub was still offering their services to the people of West Winch and beyond.

Norfolk County Council has also opened a means tested Crisis fund for heating oil – They can be contacted via the Norfolk County Council website or on 0344 800 8020.

The works have started on the WWHAR and Local Government Restructure (LGR) seems to be moving forward but at an estimated cost of £50 million – CC Kemp urges the Parish Council and local Parishioners to write to the government to protest regarding the money this will cost as current services are failing due to lack of budgets.

26.WW 073

Open Forum for Public Participation: an opportunity to hear from members of the public. (10 minutes only in total)

No MOP had joined the meeting this month.

26.WW 074

Items to note:

Parishioners have noted that there are no street signs for 5 properties in Chapel Lane – BCKLWN have been informed as not a Parish Council matter.

CC Kemp asked for this information to be passed on to the Borough Councillors. -**Clerk to Action**

Next ROSPA inspection is booked for June 2026.

Some of the repair works have been done on the play equipment – See report sent prior.

An email had been received by BCKLWN in regard to a service they offer for inspections – The cost each month is £60 per item – The council declined to accept due to costs.

Signed _____

Dated _____

Agenda Items

26. WW 075 To Discuss and Resolve – Fence to Long Lane – **All**

Councillors discussed the Fence and the associated costs to the public –

The Council resolved not to move forward with the fence on Long Lane at this time.

The old fence has not been present for some time and the restrictions of the proposed new fence (No greater than 1m in height) would not solve the issues that have been reported – Balls leaving the field and the safety element of ball retrieval.

It was also noted that the Football Club do hold Public Liability Insurance should any unfortunate events take place in regard to Damage caused by footballs leaving the playing field.

It was discussed to contact the Football teams and ask if the pitches could be reorganised so that the goal is not parallel with Long Lane – **Clerk to Action**

26. WW 076 To Discuss and Resolve – Possible Locations for New Defib in the village – **All**

The Parish Council have been offered a new defib, funded by the Rapid Relief Team based at the Plymouth Bretherin Church.

The Council discussed that the new defib should be at another location in the village to assist more parishioners. A location near the Gravel Lane end of the village is to be found and agreed. – **Clerk to Action**

26. WW 077 To Discuss and Resolve -Fencing around container – **Cllr Collier**

Cllr Collier brought to the council the need for security fencing to create a small compound by the side of the container on the field to safely store bulk items – It was resolved by Council to obtain costs prior to agreement – **Clerk to Action**

26. WW 078 To Discuss and Resolve – Pump Track Matting – Repair or Renew Surface – **All**

Councillors viewed the current matting around the pump track that was placed to eliminate some of the mud on the worn-out pathway – It was agreed that the current matting is not fit for purpose and has worn-out quicker than originally thought it would.

Council resolved to ask the Handyman to remove the matting to prevent trips and slips and to obtain quotes for a proper path to be installed along the leading edge of the Pump Track and the edge of the park respectively. – **Clerk to Action**

26. WW 079 To discuss the Walker Family being invited to Stephen Walker Cup presentation - **All**

It was discussed by council that the Family have moved away from the Village sometime ago and are quite a distance away to come and present the Stephen Walker Cup.

The Request for Nominations will be published straight away as the council is a little behind with the request this year – **Clerk to action**

Signed _____

Dated _____

26. WW 080 Planning Consultations

New Planning Application Consultations received from Borough Council/NCC.

26/00487/F - Variation of Condition 1 attached to Planning Permission **24/02213/F**: VARIATION OF CONDITION 1 OF PLANNING CONSENT **24/01459/RM** - Application for reserved matters: Appearance, landscaping, layout and scale for construction of 2 no. dwellings complete with garages and associated landscaping works. Main Road/Chequers Lane West Winch Norfolk

26/00594/F - New Carport to the side Wy-Rome 12 Westland Chase West Winch King's Lynn Norfolk PE33 0QH

Notices of Decision by Borough Council and County Council

None

Working Group Report – To be sent to the clerk prior to the meeting.

26. WW 081 The Planning Working Group Chair (Frank Dutton) to give a report. Cllr Dutton stated that it was very quiet on the Planning front and there was nothing to report this month.

26. WW 082 The Finance Committee Chair (Gavin Ball) to give a report. Nothing to report this month

26. WW 083 The Street Lighting Working Group Chair (Adam Gipp) to give a report. Nothing to report this month but quotes have been obtained for new lighting in the Carpark – This will be moved to the closed session to discuss.

26. WW 084 The Playing Fields and Maintenance Working Group Chair (Barry Thrower) to give a report. Cllr Collier updated the council on the works discussed in 26.WW 078 and referred to this.

26. WW 085 The Coronation Avenue Working Group – to give report.

Cllr Dutton will discuss more in the closed session in regard to change of use.

Signed _____

Dated _____

Accounts & Finance including:

26. WW 086 To Note Balance of Accounts on 1st April 2026

26. WW 087 To consider/review the payments for April 2026

To Note Balance of Accounts - 1st April 2026				
Unity Current Account			£3,412.28	
Unity Savings Account			£84,191.90	
Total			£87,604.18	
To Note Balance of Accounts - 20th April 2026				
Unity Current Account			£10,219.02	
Unity Savings Account			£114,191.90	
Total			£124,410.92	
Payments for Authorisation				
Payee	Goods/Services	VAT	TOTAL	DD/EP Supplier/Service
HMRC	441.94	0.00	441.94	EP HMRC Deductions - Month 1 -
K&M Lighting	39.60	7.92	47.52	EP K&M Streetlight Maintenance - Inv 9947
Screwfix	14.15	2.83	16.98	EP Screwfix - Materials for Kevin - Inv 2011946299
Ecotricity	203.71	10.19	213.90	DD Ecotricity - Streetlight Electric - Inv 08500671 (INFO Only)
BCKLWN	2733.12	546.62	3279.74	EP BCKLWN - Dog Bin Empties - Inv BC110367556
BCKLWN	2488.80	0.00	2488.80	EP BCKLWN - WASTE - Inv BC110368442
William George	80.00	16.00	96.00	EP William George Sand & Gravel - Playing Field - Proforma Inv 19267 - Paid 10/04/26
URM Recycling	37.08	7.42	44.50	EP URM Recycling - Inv SIC002159 -
Internal Auditor	75.00	0.00	75.00	EP Internal Auditor for 2025-26 - Inv WWPC-00534 -
	6113.40	590.98	6704.38	

26. WW 088 To Note money received - Precept 1st Instalment.

To Note Income Received		
HMRC	VAT return for 2025-26	£4,740.29
BCKLWN	Precept (1st Installment)	£32,250.00

26. WW 089 Items to Note – Year end finances have been balanced – The Internal Audit has been completed, and all paperwork has been completed for the Agar approval within the next meeting.

Invoices due for payment but received after the publication of the agenda may be considered.

Signed _____

Dated _____

26. WW 090 To resolve to move into a closed session, on the grounds of confidentiality in accordance with The Public Bodies Admission to Meetings Act 1960, s.1(2) to –

To Resolve Hirers – Long Term – Village Hall.

The Council discussed the potential upcoming refurbishment of the Village Hall and the need for it to be closed for a few weeks to enable safe construction works to take place –

The main issue will be the Nursery and the disturbance of Early Years Learning - The Council Resolved that although a very difficult discussion, the Nursery will be asked to leave at the end of the 2026 summer term. A letter will be sent to inform the Nursery of their decision. – **Clerk to action**

Quotes for VH Roof – Discuss – Resolve

Three quotes have been received for the Village Hall Roof Replacement – The Council resolved to go ahead with the New Roof as it is no longer fit for purpose.

The Council will apply for a Community Infrastructure Levy Grant to assist in the cost of this project – but it will go ahead regardless as it has been patched up for many years. The funds will be forthcoming from the Village Hall and the Parish Council to maintain this Community Asset. – **Clerk to Action the Grant Application**

Coronation Avenue – Change of Use

It has been discovered within existing historic paperwork that the land at coronation avenue may not be registered as a park and in fact be listed as Grazing land.

The Council resolved to fund a information gathering project from BCKLWN to assist in the uses of the land and how the Parish council stands legally –

The Council also resolved to register the land with the recent Land Sale Opportunity from BCKLWN’s “Call For Land”. - **Clerk to action**

Lighting for the Carpark – Moved from Working Group Reports

Three quotes have been obtained by Councillor Gipp, these were discussed and will be revisited at a later time.

**26. WW 091 To receive Items for the next meeting agenda
by Noon Monday 11th May 2026.**

**26. WW 092 To confirm the date of the next Annual meeting of the Parish Council, scheduled for
Tuesday 19th May 2026 at 7:30 pm at the West Winch Village Hall**

26. WW 093 Close of meeting: - 21.10 (9.10pm)

Any business to be considered at a Parish Council meeting must be delivered to the clerk for inclusion in accordance with Standing Order 9b. Please use the “Agenda Item Request Form” and include as much information as possible including any proposal.

Signed _____

Dated _____