

Minutes of West Winch Parish Council

Minutes subject to approval at the next meeting.

Tuesday 17th February 2026 at 7:30 pm at West Winch Village Hall

Parish Councillors Present: Cllr Alan Johnson- **Chair**, Cllr Gavin Ball, Cllr John Collier,
Cllr Adam Gipp, Cllr Thrower

Also present: CC Kemp,

Members of the Public(MOP) – 2

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

26.WW 026 Welcome from the Chair and Apologies for Absence (LGA 1972 s 85(1))

Apologies for absence were received from Cllr Lamb, Cllr Dutton and BC Nash

26.WW 027 To receive declarations of interest in items on the agenda and consider any requests for dispensation. (Localism Act 2011 s21 s33)

None

26.WW 028

To Approve and Sign the Minutes of the Ordinary Meeting held on Tuesday, 20th January 2026. (in accordance with standing orders 12a)

The minutes of the meeting held on Tuesday; 20th January 2026 be signed as a true copy.

Proposed : Cllr Ball – Seconded: Cllr Collier- Approved by all.

The minutes were signed by the Chair.

26.WW 029 To Receive Reports from County councillors and Borough Councillors. (5 minutes each –

CC Kemp started her report with the information from the County budget meeting.

She stated that she had discussion regarding care homes and the company that is to purchase them – In regard to the refurbishment which will possibly lead to high costs to the service. Care home providers have stated that if another is forced to close, then BCKLWN would have to start looking at rehoming people from those homes.

The Elections are back on in May and comment was raised in regard to the meeting and noted that councillors had seen this on the evening news.

It was also mentioned that Home England would fund the shortfall in the cost to assist with the moving of the gas pipeline for the WWHAR project.

Signed _____

Dated _____

26.WW 030**Open Forum for Public Participation: an opportunity to hear from members of the public. (10 minutes only in total)**

There was an enquiry from one MOP in regard to any news on the New Roof for the village hall project. The Clerk responded stating he had met with contractors on Thursday the 12th of February and was awaiting the last quote before the quotes would be presented and the council could move forward.

26. WW 031

Items to note: The Village Defib was serviced on the 12th of February by Curae Group - £145+vat
It was noted that new pads for the defibrillator had been ordered.

Kompan has been instructed to go ahead with Playground repairs as per **26. WW 008**

Agenda Items**26. WW 032** To Discuss New Lighting in the Carpark of the William Burt.

Councillor Johnson stated he had a conversation with Cllr Gipp regarding getting quotes for additional lighting to be added to the Car Park at the William Burt Centre as some areas were very dark.

Cllr Gipp and Cllr Johnson are to hold a site meeting to gauge an idea of what is needed and Cllr Gipp will report back to council with his findings.

26. WW 033 Planning Consultations**New Planning Application Consultations received from Borough Council/NCC.**

26/00029/F – Property Extension – Palisa Springfield, Mill Lane

No Objection from WWPC entered.

26/00199/LDP - Application for a Lawful Development Certificate for proposed temporary works Land Between 106 And 126 Main Road West Winch Norfolk

Notices of Decision by Borough Council and County Council

None

Signed _____

Dated _____

Working Group Reports – To be sent to the clerk prior to the meeting to be distributed to all councillors in future as agreed in April 2024.

26. WW 034 The Planning Chair (Frank Dutton) to give a report. –Cllr Dutton was absent Therefore, no report this month.

26. WW 035 The Finance Committee Chair (Gavin Ball) to give a report. – Cllr Ball stated that the council was in a good place and nothing to report

26. WW 036 The Street Lighting Chair (Adam Gipp) to give a report. – Cllr Gipp reported that there had been no reports in respect of the Streetlights.

26. WW 037 The Playing Fields and Maintenance Chair (Barry Thrower) to give a report. Cllr Thrower noted that the Clerk had chased the drainage issue at the Hall.

It was also noted that the hedges had been cut back by Mr Hotson as agreed, but the extent of the work may have been miscommunicated and was to be done again by Mr Fuller and his flailing machine on the 21st or 22nd of February. Cllr Thrower also asked the Clerk to chase Bidwell’s in relation to ownership of the pound. **Clerk to action**

It was also reported that the area around the pump track was to be monitored and, in the spring, some more matting to be added and then seeded with grass to aid the current ware. Cllr Collier said he will measure the area and report back to council.

26. WW 038 The Village Hall Working Group to give a report. – Nothing to report

26. WW 039 The Coronation Avenue Working Group – to give report.

It was noted that the CWG had been set up with three members of the council – Cllr Dutton, Cllr Thrower and Cllr Gipp.

The arranged meeting that was due to take place at the site, had not happened and it would be rearranged in the near future. Cllr Thrower also mentioned that he had been to site and that there are a few locked gates at the entrance to the meadow.

Cllr Ball requested that the Clerk write to Mr Hildon and instruct him to remove his property from the meadow – **Clerk to Action**

Signed _____

Dated _____

Accounts & Finance including:

26. WW 040 - To Note the Balance of the Accounts on 1st February 2026

Unity Trust Bank Current Account	£ 7720.12
Unity Trust Bank Savings Account	£ 83,757.62
Total	£ 91,477.74

26.WW 041 To consider Payments for February 2026

Payments for February 2026 Authorisation

Payee	Goods/Services	VAT	TOTAL	DD/EP electronic payment /direct debit	Supplier/Service
HMRC	629.02	0.00	629.02	EP	HMRC Month 10
K&M Lighting	39.60	7.92	47.52	EP	K&M Lighting - Inv 9838
Key Garden	0.00	51.00	51.00	EP	VAT only from Invoice 1327 as missed in January
Key Garden	285.00	57.00	342.00	EP	Invoice 1311 for November - Received Late
Key Garden	415.00	0.00	415.00	EP	Invoice 1269 for September - Received Late
Eco Tricity	239.63	11.98	251.61	DD	Ecotricity - Street Light electric - Inv 08192271 -
Wave	688.50	0.00	688.50	DD	Wave - Water inv for Nov 25 to Feb 26 - Part Recharged - Inv 16169828
Key Garden	255.00	51.00	306.00	EP	Invoice - 1341 for January -

26. WW 042 To note money received – recharges and transfers.

WWVH - RFO's Hours	251.16
WWVH - Hall Cleaner hours	450.74
WWVH - Hall Managers Exp	10.00
WWVH - Hall Managers Hours	254.56
WWSC – Rental Charge	382.16

Total **£1348.62**

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

Signed _____

Dated _____

26. WW 044 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 –
Discuss Quotes for Hedging – **Cllr Gipp**

Three quotes had been sort for the removal of the unsightly hedges at the corner of the playing field on Long Lane / Hall Lane – Two quotes had been returned, with the third still outstanding.

Cllr Collier questioned the third quote being missing and the Clerk referred to the Financial Regulations sec 5.8, 5.9 and 5.10 in reference to the ability to go with the two as Cllr Gipp had tried to get three quotes.

The two quotes were discussed for there merit and it was resolved by council to go with OE Trees Ltd to complete the works in a timely manner as to not impact on the nesting season which comes into effect on the 1st of March. The contractor has stated that the site will be checked for nests and eggs prior to the work commencing.

Proposed – **Cllr Gipp** – Seconded – **Cllr Collier** – **Cllr Ball** disagreed and **Cllr Thrower** abstained.

To Discuss HR – Staffing – **Cllr Gipp** –

There was a brief discussion in regard to the Clerks role with staff within the council.

Cllr Johnson stated that the Clerk / RFO was only to deal with payroll, monitor hours and monitor daily performance for the staff and all other decisions relating to employment, performance reviews and disciplinary issues are the remit of and to be made by the parish council.

**26. WW 045 To receive Items for the next meeting agenda
by Noon Monday 9th March 2026.**

**26. WW 046 To confirm the date of the next meeting of the Parish Council, scheduled for
Tuesday 17th March 2026 at 7:30 pm at the West Winch Village Hall**

26. WW 047 Close of meeting: - 8:30pm – 20:30

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 _____