

West Winch Parish Council

Meeting of the Parish Council agenda (Draft)

Date of Notice: Tuesday 13th May 2025

Date of Meeting: Tuesday, 20th May 2025

Time and Place: 7:30 pm at West Winch Village Hall, Watering Lane, West Winch, PE33 0JY

**Councillors are summoned to attend, and the public is given notice of a Meeting
of the Full West Winch Parish Council
for the purpose of transacting the business set out in the attached agenda.**

Members of the public and press are welcome to attend this Parish Council meeting.

Signed: Rob Shaw, Clerk & RFO to West Winch Parish Council

To comply with GDPR, meeting papers are supplied to Councillors via email.

Documents that are of a sensitive or confidential nature may not be available to members of the public.

*Meetings are open to the public by virtue of the Public Bodies Admissions to Meetings Act 1960 s1 unless the presence is prejudicial to the public interest (s2).

BUSINESS TO BE TRANSACTED.

In accordance with LGA 1972, schedule 12, 10(2) (b), which states that business must be specified.

**25.WW103 Welcome from the Chair and to receive Apologies for Absence.
(LGA 1972 s 85(1))**

25.WW104

To Receive Declarations of Interest in Items on the Agenda and consider any requests for dispensation. (Localism Act 2011 s 31 s33)

25.WW105

To Receive Reports from County Councillors and Borough Councillors. (5 minutes each)

25.WW106

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

25.WW107

**To Approve and Sign the Minutes of the Ordinary Meeting held on Tuesday, 15th April 2025.
(In accordance with Standing Order 12a)**

25WW108

Items to note:

The insurance company for the accident at Gravel Hill Lane junction in December has been in touch (12/05/25), and they hope to finalise this week. (Week commencing. 12/05/25)

The Second Net has been purchased and supplied for the Tennis Courts

The clerk has undertaken Internal Audit Training to allow a better understanding of the process at a cost of £120 plus VAT (Has initially been paid by the clerk) and would now like to complete the FILCA – Financial induction to Local Council Administration, also at a cost of £120 plus VAT. There is an agreed £750 within the budget for training this year, 2025-26, for reference.

SLCC membership is due in July. To note the cost of £245 for the annual subscription.

The Clerk is now a principal member of the SLCC this allows the clerk to have the letters PSLCC after his name due to the CPD (Continued Personal Development) points ascertained from the training that has been undertaken, this also allows discounts for further training for the Clerk and the Full Council and also includes extra support and advice for the council.

Houghton Estates: Mr R Millar has contacted the clerk to enquire after the bank details to process the generous donation to the Village Hall of £1000 towards the hall's future refurbishments.

Agenda Items

25.WW109 To resolve the need for new email addresses for all councillors, clerk and staff – Clerk to provide a report prior to the meeting – **All**

25.WW110 To Discuss Potholes and the Highway issues that are not being addressed – **All**
To include Clerk's Report – Distributed to all councillors prior to the meeting.

25.WW111 To discuss the reinstatement of the SAM2 camera – **Cllr Gipp – All**

25.WW112 To discuss EV Chargers at the Village Hall Carpark – Information circulated prior to meeting – **All**

25.WW113 To agree entry to the New Norfolk Events Website - **Clerk**

25. WW 114 -Planning Consultations

New Planning Application Consultations received from the Borough Council/NCC.

25/00637/F - Householder: Double storey front and side extension
Dairy Farm, 9 Common Close, West Winch, PE33 0LB

No Objection by Parish Council 06-05-25

Notices of Decision by Borough Council and County Council

24/02144/F - Gainsboro 28 Common Close PE33 0LB - Householder: Installation of timber fence along the boundary.

Application Permitted
1 May 2025
Delegated Decision

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

25. WW 115 The Planning Chair (Frank Dutton) to give a report.

25. WW 116 The Finance Committee Chair (Gavin Ball) to give a report.

25. WW 117 The Street Lighting Chair (Adam Gipp) to give a report.

25. WW 118 The Playing Fields and Maintenance Chair (Barry Thrower) to give a report.

25. WW 119 The Village Hall Chair - (Paul Moss for John Collier) to give a report.

Accounts & Finance including:

25. WW 120 To Note Balance of Accounts on 1st May 2025

25. WW 121 To consider/review the payments for May 2025

25. WW 122 To note money received

25. WW 123 To consider and approve the statement of accounts

25. WW 124 To approve Section 1 of the Annual Governance and Accountability Return 2024/25, the Annual Governance Statement (part of the external audit document)

25. WW 125 To approve Section 2 of the Annual Governance and Accountability Return 2024/25 – the Accounting Statements

25. WW 126 To note Exercise of Public Rights

25. WW 127 To Review CIL Funding reports to be returned to BCKLWN

25. WW 128 To Review Bank Signatories

25. WW 129 To Note For the 2025/26 financial year, the Section 137 expenditure limit for parish and town councils in England is £11.10 per elector. This limit is determined by the percentage rise in the Retail Price Index between September 2023 and September 2024, as outlined in Schedule 12B of the Local Government Act 1972.

(as Dec 2024 – Electorate is 2223 x £11.10 = £24675.30)

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

25. WW 130 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 accept - **Nothing to Discuss**

**25. WW 131: To receive Items for the next meeting agenda
by Noon Monday 9th June 2025.**

25. WW 132 To confirm the date of the next meeting of the Parish Council, scheduled for

Tuesday 17th June 2025 at 7:30 pm at the West Winch Village Hall

25. WW 133 Close of meeting:-

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.