

Minutes of West Winch Parish Council

Minutes subject to approval at the next meeting.

Tuesday 19th May 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 Thrower
Clerk – Rob Shaw PSLCC

Also present: CC Kemp,

Members of the Public(MOP) – 5

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

26. WW 094 – Elections of Chairperson and Vice Chairperson

- a) Cllr Johnson received nominations to continue as Chair for 2026-27 –
Proposed: **Cllr Ball** – Seconded: **Cllr Dutton** – All Agreed
 - b) Cllr Dutton received nominations to continue as Vice Chair for 2026-27
Proposed: **Cllr Collier** – Seconded: **Cllr Ball** – All Agreed
- The Declarations of Acceptance of Office were duly signed by both councillors.

26. WW 095 Welcome from the Chair and to receive Apologies for Absence.(LGA 1972 s 85(1))

Cllr Lamb had expressed his apologies for absence prior to the meeting.

26. WW 096

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

None were received

26. WW 097

To Approve and Sign the Minutes of the Ordinary Meeting held on Tuesday, 21st April 2026. (in accordance with Standing Order 12a)

The Minutes were received – Proposed: **Cllr Ball** – Seconded: **Cllr Gipp** – All Agreed – The minutes were duly signed by the Chairman

26. WW 098

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

CC Kemp read out her report – MOP congratulated CC Kemp on her victory at the local elections.

26. WW 099

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

MOP – asked a question in relation to the King’s Lynn “Masterplan” in regard to the removal of Parking to create more shops and housing – CC Kemp to follow up

Signed _____

Dated _____

26.WW 100**Items to note:**

Quotes required to remove Brown asbestos from the roofline of the village hall before the hall can be replaced.

Quotes had been sort for a potential new path by the Pump Track – Clerk had obtained these as requested- see minute reference **26. WW 078** from the April Meeting– Cllr Thrower requested that the Playing Field Committee be invited to site meetings in the future.

Clerk has now been elected on to the Board at Norfolk Association of Local Councils.

Items Noted.**Agenda Items**

26. WW 101 All social events have been discussed and agreed by the Council – Normal provisions apply in regard to Litter and Noise.

26. WW 102 Council resolved to action a public consultation in the Coronation Avenue / Freebridge Haven area in response to the need for a Dog Waste bin to be installed – **Clerk to Action**

26. WW 103 Council discussed the potential flying of model aircraft and Drones on the playing field – There is a little more research to be done on this topic – **Clerk to Action research and report back**

26. WW 104 To Elect / update Committee Chairs and Members:

It was resolved that members of the current Committees and Groups would remain in post

The Planning Working Group - Cllr Dutton, Cllr Ball, Cllr Johnson, Cllr Thrower,

The Finance Committee - Cllr Ball, Cllr Johnson, Cllr Dutton and the RFO

The Street Lighting Working Group - Cllr Gipp

The Playing Fields and Maintenance Working Group - Cllr Thrower, Cllr Collier, Cllr Lamb and Cllr Gipp

The Village Hall Working Group - Cllr Johnson, Cllr Lamb – 3 x MOP and the Clerk

The Coronation Avenue Working - Cllr Dutton, Cllr Thrower, Cllr Gipp

Introduce a Staffing Committee – Cllr Johnson, Cllr Dutton, The Clerk if required

26. WW 105 To Review and re adopt Policies:

Council resolved to adopt policies listed below – Proposed: **Cllr Dutton** – Seconded: **Cllr Ball** – All Agreed.

Standing Orders,
Financial Regulations
Reserves Policy

Signed _____

Dated _____

26. WW 106 Planning Consultations

New Planning Application Consultations received from Borough Council/NCC.

26/00721/F - HOUSEHOLDER: Proposed side extension to bungalow to provide dining area following removal of existing conservatory. Additional rear extension to provide ensuite serving existing bedroom – Hambledon, 3 Garage Cottages, Garage Lane, Setchey, King's Lynn, Norfolk PE33 0BE

Notices of Decision by Borough Council and County Council

None

NOTED

Accounts & Finance including:

26. WW 107 To Note Balance of Accounts on 1st May 2026 – **Noted**

To Note Balance of Accounts - 1st May 2026			
Unity Current Account			£18,701.79
Unity Savings Account			£104,191.90
Total			£122,893.69

26. WW 108 To consider/review the payments for May 2026 – **Noted**

Payments for Authorisation					
Payee	Goods/Services	VAT	TOTAL	DD/EP	Supplier/Service
HMRC	510.29	0.00	510.29	EP	HMRC - Employ
K&M Lighting	39.40	7.92	47.32	EP	K&M Lighting - S
Ecotricity	179.04	8.95	187.99	DD	Ectricity S/L elec
NALC	609.45	0.00	609.45	EP	Norfolk ALC - Su
Screwfix	21.66	4.33	25.99	EP	Screwfix - Spraye
Wave	392.93	0.00	392.93	EP	Wave
WBSC	60.31	12.07	72.38	EP	WBSC -
Key Grounds & Gard	415.00	83.00	498.00	EP	Key -
Bright HR	66.25	13.25	79.50	EP	HR -

Signed _____

Dated _____

26. WW 109 To Note money received – **Noted**

To Note Income Received				
RFO Hours	Recharge		£	344.93
WWVH - 26-94	Recharge		£	186.22
WWVH - 26-95	Recharge		£	450.35
CIL Payment	Cil Payment for 2026		£	6,922.34

26. WW 110 Items to Note – **Nothing to note**

26. WW 111 – EOY Statement of accounts was presented and agreed.

26. WW 112 Council approved Section 1 of the Annual Governance and Accountability Return 2025/26, the Annual Governance Statement (part of the external audit document) – This was then duly signed by the Chair

26. WW 113 Council approved Section 2 of the Annual Governance and Accountability Return 2025/26 – the Accounting Statements– This was then duly signed by the Chair

26. WW 114 Exercise of Public Rights was presented – agreed and published.

26. WW 115 Annual CIL Funding report accepted and is to be returned to BCKLWN

26. WW 116 To Review Bank Signatories – Current signatories are to remain for 2026/27

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

Signed _____

Dated _____

26. WW 117 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 –

The Parish Council has seen a rise in graffiti and vandalism at the play area – Councillors agreed, although a difficult place to police – more CCTV may will be put in place and checked regularly to try and ascertain the culprits.

There was also a discussion around the orientation of the football pitch at the bottom of the field leading onto Long Lane – A letter will be written to the Football Club to request that this pitch be relocated elsewhere on the field and to ask if behaviour can be monitored – especially from the away teams due to outbursts directed at the public recently.

26. WW 118 To receive Items for the next meeting agenda
by Noon Monday 8th June 2026.

26. WW 119 To confirm the date of the next meeting of the Parish Council, scheduled for
Tuesday 16th June 2026 at 7:30 pm at the West Winch Village Hall

26. WW 120 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.

Signed _____

Dated _____