

# Minutes of West Winch Parish Council

Minutes subject to approval at the next meeting.

**Tuesday 15<sup>th</sup> September 2026 at 7:30 pm at West Winch Village Hall**

Parish Councillors Present: Cllr Alan Johnson- **Chair**, Cllr Frank Dutton- **Vice Chair**,  
Cllr Barry Thrower, Cllr John Lamb  
Clerk – Rob Shaw PSLCC

Also present: BC Simon Nash and CC Kemp – arrived at 19.44

Members of the Public(MOP) -4

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

**26. WW 159 Welcome from the Chair and to receive Apologies for Absence.(LGA 1972 s 85(1))**  
Apologies received from Cllr Ball – Cllr Gipp and Cllr Collier

### **26. WW 160**

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

None Received.

### **26. WW 161**

**To Approve and Sign the Minutes of the Ordinary Meeting held on Tuesday, 21<sup>st</sup> July 2026.  
(in accordance with Standing Order 12a)**

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

### **26. WW162**

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

CC Nash stated that he and two other have created an independence group for scrutiny when in the chambers. Updated on current Local Government Reorganisation – This has currently been stopped for the foreseeable future. Also, update on the swimming pool at King's Lynn arena and the potential £2m spent or to be spent on consultancy.

### **26. WW 163**

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

Members of public – Nothing to add to this meeting -

Signed \_\_\_\_\_

Dated \_\_\_\_\_

**26.WW 164****Items to note:**

- The Pound wall has now been repaired after the vandalism.
- Freebridge Haven - The new dog waste bin has been applied for as requested.

**Items Noted.****26.WW 162 – Continued due to later arrival of CC Kemp.**

Councillor Kemp stated that she had raised issues with the planning at Setchey for the upgraded Chicken farm – Highways Department had also raised a holding objection based on the current location and traffic movement. She also discussed that after the 31<sup>st</sup> of October 2026 – Both Borough councillors and parish councils are no longer available to call out a planning application.

There was also a note to confirm that the Cattle grid was being replaced on the common due to damage created by the recent works.

**Agenda Items**

**26. WW 165** It was resolved by council that the funding application will be sort for a new shelter in Setchey on the A10. – **Proposed** – Cllr Johnson - **Seconded** – Cllr Dutton – **All Agreed – Clerk to Action**

**26. WW 165 a** It was resolved by council that the tennis courts will be relined after quotes reviewed. The winning quote was Road Art – They will be instructed to proceed with the works  
**Proposed** – Cllr Lamb – **Seconded** – Cllr Dutton – **All agreed – Clerk to action**

**26. WW 165 b** It was agreed to defer the Rear of Village Hall Surface discussion until a following meeting.

**26. WW 165 c** It was agreed to defer the Paving in the park area / pump track until more work had been done on alternative solutions due to Health and Safety aspects of Hard surfaces.

**26. WW 166 Planning Consultations**

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

**None**

**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.**

**26. WW 167** The Planning Working Group Chair (Frank Dutton) to give a report.

Councillor Dutton stated that he himself had raised concerns with Planning of the road access to the Chicken farm on behalf of the public. He also discussed that has had no joy with the BC planning department with Coronation Avenue – research continues.

**26. WW 168** The Finance Committee Chair (Gavin Ball) to give a report. – No report due to absence.

**26. WW 169** The Street Lighting Working Group Chair (Adam Gipp) to give a report. - No report due to absence.

**26. WW 170** The Playing Fields and Maintenance Working Group Chair (Barry Thrower) to give a report. Cllr Thrower reported that he had seen the work done at the Pound and was happy with the outcome.

The Playing field committee had had a meeting on site with the Handyman to discuss jobs that needed to be completed before year end if at all possible. An action plan has been drawn up to assist with the program of works. It was agreed at this juncture to seek a contractor to clean the Bus shelters in the first instance and then for the handyman to maintain these going forward. It was also agreed to purchase a small storage container for transporting chemicals to the bus stops.

Cllr Thrower also thanked the young man on leave from University for litter picking the A10 from the Garage to the Bridge – he had done using his own initiative and collected 5 bags of rubbish so far. A letter of thanks from the council has been sent.

**26. WW 171** The Coronation Avenue Working Group – to give report. – Nothing to report as topic covered in planning report.= from Cllr Dutton.

**26. WW 172** The Village Hall Working Group – to give a report

The Clerk stated that the current budget for the works had been drafted to show where the project was at this stage. There have been some construction issues with the new roof due to unforeseen historic problems once the original roof was removed. Building Control and a structural engineer have been employed to rectify these problems before the Roofing contractor could continue – this has led to a slight delay in progress.

Signed \_\_\_\_\_

Dated \_\_\_\_\_

## Accounts & Finance including:

### 26. WW 173 To Note Balance of Accounts on 1st September 2026 – Noted

| To Note Balance of Accounts - 1st September 2026 |                    |
|--------------------------------------------------|--------------------|
| Unity Current Account                            | £3,551.58          |
| Unity Savings Account                            | £104,690.43        |
|                                                  |                    |
| <b>Total</b>                                     | <b>£108,242.01</b> |

### 26. WW 174 To consider/review the payments for September 2026 – Noted

| Payments for Authorisation - September 2026 |                  |                 |                  |    |                                                                               |
|---------------------------------------------|------------------|-----------------|------------------|----|-------------------------------------------------------------------------------|
| HMRC                                        | 717.64           | 0.00            | <b>717.64</b>    | EP | HMRC - Employer contributions- Paid                                           |
| CNC                                         | 276.00           | 55.20           | <b>331.20</b>    | EP | CNC Building Control - VH Roof - Inv 0711040672- <b>Paid 02/09/26</b>         |
| V&J Knitware                                | 128.95           | 25.79           | <b>154.74</b>    | EP | V&J Knitware - PPE - Inv 424897- <b>Paid 02/09/26</b>                         |
| JL Roofing                                  | 14293.00         | 2858.60         | <b>17151.60</b>  | EP | JL Roofing - 2nd Installment - Inv 811- <b>Paid 02/09/26</b>                  |
| K&M                                         | 45.90            | 9.18            | <b>55.08</b>     | EP | K&M Streetlight maintenance - Inv 10217 -- Paid                               |
| Simon Ward                                  | 236.40           | 0.00            | <b>236.40</b>    | EP | Simon Ward Building Services - Inv swbs-rs- <b>Paid 02/09/26</b>              |
| Parish Online                               | 260.00           | 52.00           | <b>312.00</b>    | EP | Parish Online - Councillor Emails - Inv 33UE096-0002 - Paid                   |
| PKF Littlejohn                              | 315.00           | 63.00           | <b>378.00</b>    | EP | PKF External Audit - Inv SB20261622                                           |
| Key Garden                                  | 255.00           | 51.00           | <b>306.00</b>    | EP | Key Garden - August - Inv 1463 - Paid                                         |
| Kompan                                      | 1005.70          | 201.14          | <b>1206.84</b>   | EP | Kompan - (Rospa Work Agreed -Min Ref 26.WW-008) Inv 271748                    |
| V&J Knitware                                | 13.10            | 2.62            | <b>15.72</b>     | EP | VJ Knitware - PPE - Inv 425503                                                |
| Hydro -X                                    | 49.59            | 9.92            | <b>59.51</b>     | EP | Hydro - x - Cleaning Materials -Pro Forma- Inv HX37202 - <b>Paid 10/09/26</b> |
| Lawnboy                                     | 84.16            | 16.83           | <b>100.99</b>    | EP | Lawnboy - Stihl Blower service and rebuild - Inv 192747 - Paid                |
| <b>TOTAL</b>                                | <b>17,680.44</b> | <b>3,345.28</b> | <b>21,025.72</b> |    |                                                                               |

### 26. WW 175 To Note money received – Noted

| To Note Income Received August & September 2026 |                 |             |   |                 |                            |
|-------------------------------------------------|-----------------|-------------|---|-----------------|----------------------------|
| WBSC                                            | 395.27          | 0.00        | £ | 395.27          | Rent                       |
| WBSC                                            | 394.60          | 0.00        | £ | 394.60          | Rent                       |
| WWVH                                            | 453.36          | 0.00        | £ | 453.36          | Recharge - Hours           |
| WWVH                                            | 324.64          | 0.00        | £ | 324.64          | Recharge - Hours           |
| WWVH                                            | 1320.00         | 0.00        | £ | 1,320.00        | Electrical Recharge        |
| WWVH                                            | 396.00          | 0.00        | £ | 396.00          | Recharge - Hours           |
| WWVH                                            | 85.76           | 0.00        | £ | 85.76           | Water invoice contribution |
| WBBC                                            | 128.64          | 0.00        | £ | 128.64          | Water invoice contribution |
| WWVH                                            | 411.82          | 0.00        | £ | 411.82          | Recharge - Hours           |
| WWVH                                            | 284.06          | 0.00        | £ | 284.06          | Recharge - Hours           |
| WBSC                                            | 394.6           | 0.00        | £ | 394.60          | Rent                       |
| WBSC                                            | 192.96          | 0.00        | £ | 192.96          | Water invoice contribution |
| BCKLWN                                          | 32250.00        | 0.00        | £ | 32,250.00       | Precept                    |
|                                                 |                 |             |   |                 |                            |
|                                                 | <b>37031.71</b> | <b>0.00</b> |   | <b>37031.71</b> |                            |

**26. WW 176** Items to Note – The PKF Littlejohn External Audit is now complete, and the updates have been published on the website.

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

Signed \_\_\_\_\_

Dated \_\_\_\_\_

**26. WW 177** 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 maintenance work – All**

**26. WW 178** To receive Items for the next meeting agenda  
by Noon Monday 12<sup>th</sup> October 2026.

**26. WW 179** To confirm the date of the next meeting of the Parish Council, scheduled for  
Tuesday 20<sup>th</sup> October 2026 at 7:30 pm at the West Winch Village Hall TBC

**26. WW 180** Close of meeting: - 8.52pm

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.

**Appendix 1:**

Signed \_\_\_\_\_

Dated \_\_\_\_\_