

Minutes of West Winch Parish Council

Tuesday 20th February 2024 at 7:30pm at West Winch Village Hall

Parish Councillors Present: Alan Johnson (Chair), Michele Summers (Vice Chair), Gavin Ball, Paul Moss, Adam Gipp, Barry Thrower, John Lamb, John Collier, James Lockwood, Anne-Marie Mensink. Also, present: Rob Shaw (Clerk) Susan Holborow (Assistant Clerk), County Councillor Kemp, Borough Councillor Simon Nash, and 5 members of the public were present.

1. Apologies for Absence

Apologies for absence were received from Borough Councillor Thomas Barclay, Cllr Frank Dutton

Apologies for late arrival were received from County councillor Kemp.

2. Approval of the Minutes of the Meeting held on Tuesday 16th January 2024

It was proposed by Cllr Thrower and seconded by Cllr Summers with all councillors were in favour that the minutes of the meeting held on Tuesday 16th January 2024 be signed as true copy. The minutes were signed by the Chair.

3. Members' Declarations of Interest in Items on the Agenda - There were no declarations of interest on the agenda.

4. Reports from County Councillor and Borough Councillors.

Borough Councillor Nash – Discussed a post he had put on Facebook regarding Flooding in the local area.

Suggested pictures to him to build portfolio of evidence of the rise in flooding in the area. BC Nash also has the FOI information regarding the PRow issue currently at Coronation Avenue.

Borough Councillor Nash - A planning application has been submitted for re-instating the carr stone wall at Deerfield's Setchey. Planning committee meeting arranged - Update to follow.

5. Open Forum for Public Participation: an opportunity to hear from members of the public.

There was no Public Participation.

6. Clerks Report - Bullet points of work done behind the scenes and updates. Rapid Relief team contacted regarding supply of a Dog Waste Bin to be sited near the River Nar, Contacted KOMPAN regarding signage at the zipline, Spoke to the Planning Enforcement team regarding the delays with reporting to us progress with the Windmill, Soke to installers of Pump Track regarding flooding issues, Discussed quote reference tree survey, organised reinstatement of bench at POUND due to vandalism, Set up new bank account for Parish Council, Sent out tenders for Grass Cutting and received these back, Sent out tenders for the water meters in the village hall, sent out tenders for the Village Hall Fire appliance servicing, Reported three items to Highways this month- awaiting feedback – Discussed the Stephen walker cup.

7. Agenda Items

- a) To decide on weather to progress with tree survey – Proposed Cllr Summers – seconded Cllr Collier. Survey needed for Coronation Avenue to determine the condition if the trees for H&S reasons.
- b) Update on PRow Coronation Avenue -The Solicitors have employed a consultant and made further enquiries with BCKLWN, so it was decided to remain with Kenneth Bush.
- c) Cllr Gipp was elected to represent the Parish Council at the local SNAP meetings. - Proposed Cllr Summers -Seconded – Cllr Collier – All in favour
- d) Discussions on Dog Waste Bin near River NAR – subject to permissions and licences. Further investigation required.
- e) Clerk informed that Parish Council has change banks accounts to better serve our purpose. Saves on costs and we will be receiving interest on the reserves held. Proposed-Cllr Johnson – Seconded – Cllr Summers – All in favour.

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- f) Update on the POUND repairs after vandalism occurred at the site. Cllr Thrower to update when agreed works are completed.
- g) Update on the drainage issues at the pump track – matters in hand to discuss with adjacent landowners regarding run off on to low level land and to come up with other ways to allow water to drain off. Work in progress
- h) Update on the fund raising to enable us to resurface the Hall car park. Awaiting funding decision from CIL
- i) To discuss the current contract for Gritting of the car park – aim to reduce waste and cost. Proposed- Cllr Ball – Seconded – Cllr Moss -all in favour.
- j) To discuss storage and maintenance of tools etc for Groundsman & Handyman. Process put in place to enable better records to be kept and maintenance schedule to be produced. Proposed Cllr Collier – Seconded Cllr Lamb
- k) To create a working group for the council Biodiversity strategy for 2024 and beyond. Cllr Summers, Cllr Mensink, Cllr Moss and Cllr Dutton to take this forward. Clerk to send relevant info to group.
- l) To decide best use of left over funds for play area – To provide Outdoor adult gym equipment. Additional service provided in the space. Proposed Cllr Summers – Seconded Cllr Moss
- m) To agree where best placed vandalised sign from the Pound to be re-fixed – outcome – was to refix it on the village hall under CCTV. Proposed Cllr Thrower – seconded Cllr Johnson – All in favour- Handy man to fix in place.
- n) To discuss the purchase of audio equipment to aid participants in the PC meeting to hear the process – action denied at this time due to Cost Versus Usage may revisit this in the future.
- o) To discuss CCTV access – Resolved – Hall manager, Cllr Moss and Cllr Dutton to have access – Cllr Dutton to train in use of. Proposed Cllr Johnson – Seconded – Cllr Moss
- p) To discuss the use of outside catering vehicles for the WBSC –Cllr Collier explained that the social club wish to use outside caterers who would serve food from a vehicle parked in the carpark. Concerns were raised re safety, rubbish, and nuisance. motion to be discussed further after a single event trial.

9. Accounts & Finance including:

- a) To Note Balance of Account on 6th February 2024

Community Account	£19,569.19
Business Saver Account	£60,683.70
	£80,252.89

- b) To Consider Payments for November

Stationery expenses for Interim Clerk & Vice Chair	148.38
February salaries + Expenses	4030.81
HMRC – PAYE February DD	881.23
N Power – January Elec usage. DD	641.29
K & M Lighting Services – Inv 8535 - SL Maintenance Feb 24	146.98
Norfolk County Council Inv 10063159– gritting Dec 23	437.98
ID Mobile – Clerk's mobile phone. DD	3.99
Glasdon – Inv SI877863 - Grit bin Setchey	320.53
WEAAR – Inv PB4415 asbestos survey	900.00
JBT Electrical Ltd – replacement immersion heater – Inv 24028	360.00
Unity Bank – open new bank account transfer	10,000.00
NPS Training and Support Inv 20619 – Cllr training	110.00
King's Lynn Signs Inv 22452 – 3 signs	78.60
Maintenance- hose and clips for pump track	41.07
NCC – Inv 10667531 – Jan 24 Gritting of Car Park	1063.66

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To Note money received

06/12/23	Bowls Club - Water/Sew – Inv 23/27	16.73
11/12/23	Village Hall – Clerks Hrs October	359.91
11/12/23	Village Hall – Clerks Hrs November	426.24
21/12/24	Social Club – Water/Sew Inv 23/26	190.32
21/12/23	Social Club – Gritting Inv 23/29	183.86
27/12/23	Social Club – Ground Rent	350.50
24/01/24	Bowls Club – Water/Sew Inv 23/31	7.21
06/02/24	Social Club – Ground Rent	350.50

c) To Note Petty Cash Spent

15/12/23	Toilet Rolls for changing rooms	4.99
10/2/24	Ink jets and paper for Cllr Lamb	28.08

10. Planning Consultations

- a) Proposed extension and alterations to Planning Application Consultations received from Borough Council/NCC 23/01755/F – West Winch – Revised Garage Dormers – Retrospective – wall at front of property
Application permitted 5th February 2024 – Delegated Decision

11. Working Group / Committees Reports

- a) **The Planning Chair to give a report.** – Nothing to report this month
- b) **The Finance Chair to give a report.** - Cllr Lamb wanted to reiterate the need for community support is needed when applying for grants. Letters to pledge offers donations and support are always needed when applying for grants. Cllr Ball – New survey of carpark done – awaiting quote
- c) **The Street Lighting Chair to give a report.** Spreadsheet created with working list of lighting in the village – all known issues reported to current contractor – awaiting report back from them.
- d) **The Playing Fields and Maintenance Chair to give a report.** – Pump Track – Request to ZAL to reinstate a drainage ditch on the boarder of their land. A Meeting with Glovers to advise best practice has taken place – awaiting report. Contact of Bidwell's to take place. Key holders to be established for maintenance – availability / access, Cigarette box to be replaced on hall due to vandalism, Tennis court paths and matting to be repaired / replaced – 50% grant agreed from CiL – Go ahead given for works to commence. Rotten Lamp post to be removed – go ahead given, Denver site visit email for councillors to be resent.
- e) **The Village Hall Chair to give a report.**
The hall chair declared that he has stepped down from the position and a new chair would be needed for the next meeting. The current chair will stay on the committee to aid and assist going forwards. Roofing quotes and funds are still required as the Village Hall requires a new roof due to the age and condition. Temporary repair carried out in December, but hole roof required due to ongoing issues with it.

12. County Councillor Kemp report due to late arrival as discussed –

Discussions and updates on Planning, The Flooding of A property on Hall Lane and the works carried out by Highways to raise the kerb stones - more work required on the drainage infrastructure as these cannot cope with

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current rain fall and surface water. Stated that the Secretary of State announced the go ahead for the Wisbech Incinerator (20/02/2024) – CC Kemp calling for a judicial review. Social care budgets are approx., 9.5 million but places are still closing. Council tax is rising by 4.99% but Councils are still discussing switching of streetlights and other cost cutting measures.

13. Chair thanked Susan for all her hard work in her tenure as Assistant Clerk – Susan resigned and leaves at the end of February. Dannielle was welcomed as the new Village Hall Manager and takes over the running of the hall from the 1st March 2024. Danielle will work along side Susan until she leaves to make sure there is a hand over process to continue the smooth running of the hall the hirers have come to expect under Susan.

14. Closed Session to the public – Discussed and awarded new contracts for Grass Cutting – Fire Appliance Servicing and Tree Survey- This was done to make our processes required more cost efficient - We wish our new contractors all the best whilst working with us and for you in the village.

15. Stephen Walker Cup – 2 nominations this year – Awarded to Mr Ken Manning – for his involvement and services to the bowling club and his commitment to the wider community.

Meeting Closed at 8.53pm

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