

Minutes of West Winch Parish Council

Minutes subject to approval at the next meeting.

**Tuesday 20th October 2026 at 7:30 pm at Tottenhill and Wormegay
Village Hall**

Parish Councillors Present: Cllr Frank Dutton- **Vice Chair**,
Cllr Gavin Ball, Cllr Adam Gipp and Cllr John Collier
Clerk – Rob Shaw PSLCC

Also present: BC Simon Nash

Members of the Public(MOP) -6

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

26. WW 181 Welcome from the Chair and to receive Apologies for Absence.(LGA 1972 s 85(1))
Apologies received from Cllr Johnson – Cllr Lamb and Cllr Thrower

26. WW 182

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 183

**To Approve and Sign the Minutes of the Ordinary Meeting held on Tuesday, 15th September 2026.
(in accordance with Standing Order 12a)**

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

26. WW184

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

CC Nash read out his report – he stated that he has put in two enquiries with planning with no response but planning enforcement have been very helpful.

Signed _____

Dated _____

26. WW 185

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

A MOP wished to raise two points – The first was that as far as he was aware the proposed site of the bio-regeneration site at Manby sited in the proposed application of 26/01215/FM did not currently exist and the second point he wished to raise was the lack of response from the Parish Council to the planning application of 26/01215/FM and why it had been left to the Borough and County Councillors to follow up – and the second point that

26.WW 186**Items to note:**

- Signage has now been agreed for Chapel Lane – as per request in April (26.WW074)
A Thank You to Cllr Nash for his work on this.

Item Noted**Agenda Items**

26. WW 187 To Discuss and Resolve – Planning response – Proposed redevelopment – Existing poultry unit – Setchey

The clerk read out a report that had been sent to Councillors prior to the meeting – This summary of items / questions to be raised was taken from the planning application 26/01215/FM

The Parish Council then resolved to submit an objection raised on these points to the Planning Office. It was noted that the delay in the a planning response had been down to research of the application and that this would be forthcoming in the week ahead.

26. WW 187 a It was resolved by council to instruct Kenneth Williams Solicitors to proceed with the new lease for the William Burt Social Club as the existing lease will expire in February 2027. This will be at a cost of £1500 plus VAT – **Proposed by Cllr Collier – Seconded Cllr Ball – All agreed**

26. WW 187 b It was resolved that the Chainsaw attachment of tooling supplied by the council will be removed to prevent Council Employee/s using it without the required training or equipment.

26. WW 187 c It was discussed and resolved to respond to the NCC consultation of the closure of the School Patrol Crossing patrol - This is a much-needed service and after the sad news of someone passing this week on the A10 only highlights the need for safety measures on the A10 going forward. Clerk to send a response to the consultation.

26. WW 187 d The Council resolved the application from St Mary's Church for their annual Grant and will increase this from next year to £1000 for the upkeep of the Church Yards – which recently fell to only two volunteers – forcing them to employ outside contractors to maintain the sites.

Proposed by Cllr Ball – Seconded Cllr Collier – All Agreed

Signed _____

Dated _____

26. WW 188 Planning Consultations

New Planning Application Consultations received from Borough Council/NCC.

Planning Application -Setchey Poultry Farm, Setch Road - Planning ref 26/01215/FM

As noted above

26/01631/F - : Single storey garage extension to front of property at Waldeck 3 Dohamero Lane West Winch King's Lynn Norfolk PE33 0NL

No Objection

Notices of Decision by Borough Council and County Council

None

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 all had been discussed within the Agenda Items.

26. WW 168 The Finance Committee Chair (Gavin Ball) to give a report. – No report due to further discussion within the finance section of the meeting.

26. WW 169 The Street Lighting Working Group Chair (Adam Gipp) to give a report. – The hedge row had been cut at Rectory Road, but the top had been left – Still creating an issue for the streetlamp to be serviced within the hedgerow at this site. Cllr Gipp also read out a report from the local policing team.

26. WW 170 The Playing Fields and Maintenance Working Group Chair (Barry Thrower) to give a report. Cllr Thrower was absent and therefore Cllr Collier and Gipp added that there had been meetings within the Playing Field Committee to discuss needed works around the site and that a Action Plan had been created to aid the monitoring of this work. – This will be shared with all before future meetings.

26. WW 171 The Coronation Avenue Working Group – to give report. – Nothing to report at this time

26. WW 172 The Village Hall Working Group – to give a report
The Clerk read out a report – it stated that the external works to the new roof are now complete, but there is still much to do internally – The electrician will be on site at the end of October to reinstate and install the new lighting – There is internal works left to complete by the roofing contractor and this will take place from the 2nd of November and then the floor to needs to be redone. General remedial decorating and refreshing is currently underway which includes painting, a new ceiling over the stage area and an update to the toilets. More information will be shared as the hall progresses and there will also be an open evening organised for Current hirers and new alike to come and see what the Parish Council has achieved for the community.

Signed _____

Dated _____

Accounts & Finance including:

26. WW 195 To Note Balance of Accounts on 1st October 2026

To Note Balance of Accounts - 1st October 2026			
Unity Current Account			£6,546.25
Unity Savings Account			£75,156.91
Total			£81,703.16

26. WW 196 To consider/review the payments for October 2026

Payments for Authorisation - October 2026					
Payee	Goods/Servi	VAT	TOTAL	DD/	Supplier/Service
HMRC	818.99	0.00	818.99	EP	HMRC Employer Contributions - Paid
Cllr Exp	6.94	0.00	6.94	EP	Cllr Lamb - Printing Exp - Paid
Cllr Exp	40.78	0.00	40.78	EP	Cllr Ball - Printing Exp - Paid
K&M Lighting	45.90	9.18	55.08	EP	Streetlight Maintenance - Inv 10272 - Paid
Ecotricity	0.00	0.00	0.00	EP	Streetlight Electric
Key Gardening	415.00	83.00	498.00	EP	Key Gardening -
JL Roofing	14293.00	2858.60	17151.60	EP	JL Roofing - Hall - Inv 819 - Paid
URM UK	29.66	5.93	35.59	EP	Urm Recycling
			0.00		
			0.00		
TOTAL	15,650.27	2,956.71	18,606.98		

26. WW 197 To Note money received –

To Note Income Received October 2026					
WBSC	394.60	0.00	£	394.60	Rent - September

26. WW 198 Items to Note – Annual Insurance is due at the end of October - £2758.23
Item noted and will be processed with other outstanding payments in October.

26. WW 199 – Draft Budget was presented to Council, and it was resolved to accept and adopt the budget for 2027-28. **Proposed Cllr Ball – Seconded Cllr Dutton – All Agreed**

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

Signed _____

Dated _____

26. WW 200 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 – To Discuss & Resolve Quotes for VH Floor

The village hall floor refurbishment quotes were discussed and the council resolved to go ahead with Gibbs Flooring – This work will commence on the 16th of November for 5 days

Proposed Cllr Ball – Seconded Cllr Collier – All agreed

It was also resolved by the council that as the Parish Clerk had been overseeing the Project Management of the Village Hall that notice should be made that as per Financial Regulation 1.7 of the Councils Policy that the Clerk can authorise work to the value of no more than £5000 to enable the progress of the hall. Any quote / estimate over this amount must go before the full council as per the regulations. All Agreed.

**26. WW 201 To receive Items for the next meeting agenda
by Noon Monday 9th November 2026.**

**26. WW 202 To confirm the date of the next meeting of the Parish Council, scheduled for
Tuesday 17th November 2026 at 7:30 pm at the West Winch Village Hall TBC**

26. WW 203 Close of meeting: - 8.38pm

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 _____