

# Minutes of West Winch Parish Council

Tuesday 15<sup>th</sup> July 2025 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 Paul Moss, Cllr John Lamb,

Also present:

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

## **25.WW158 Welcome from the Chair and Apologies for Absence (LGA 1972 s 85(1))**

Apologies for absence were received from Cllr John Collier, Cllr Adam Gipp and the Clerk

## **25.WW159 To receive declarations of interest in items on the agenda and consider any requests for dispensation. (Localism Act 2011 s21 s33)**

None declared

## **25.WW160**

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

Report from Alexander kemp sent by separate email.

## **25.WW161**

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

No Discussions required.

## **25.WW162**

### **To Approve and Sign the Minutes of the Ordinary Meeting held on Tuesday, 17<sup>th</sup> June 2025. (in accordance with standing orders 12a)**

The minutes of the meeting held on Tuesday; 17th June 2025 be signed as a true copy.

**Approved by all.**

**The minutes were signed by the Chair.**

Signed \_\_\_\_\_

Dated \_\_\_\_\_

**25WW 163****Items to note:**

- **Reports from Committees are still not being sent to Clerk and therefore not circulated before the meeting as previously agreed. Please can we make arrangements for the September meeting please.**

Noted

- **The New email for the clerk has been sent round but the old Gmail address is still being used -Please use the new email as the old one will be switched off at the end of July.**

Noted

- **New emails for councillors as agreed in previous meeting 25WW139 will be put in place at the end of July to allow the summer break for the changeover.**

Noted

**Agenda Items****25. WW 164 To Discuss the provision of Outdoor Gym Equipment within the Playing Field Setting – Cllr Thrower – Clerks Report provided – Appendix 1 –**

Decided this would be very costly and Village Link funding could not be used. There would be extra HSE costs for inspections.

**25. WW 165 To Discuss Handyman's Job Description and PPE – All**

Accepted

**25.WW 166 To Discuss the Playing Field and Vulnerabilities of access points.**

To agree the purchase of "posts" for the playing field -**Cllr Moss & Cllr Gipp**

Cllr Moss made suggestions for placement and why needed. If persons try and gain entry and a bollard is in place, then and is broken then legal action becomes easier.

A vote was taken to install the wooden bollards at the sites suggested.

**Proposed: Cllr Moss**

**Seconded: John Lamb**

**25.WW 167 To Discuss the refurbishment of the village hall floor – Cllr Moss**

Cllr Moss will get a 3<sup>rd</sup> quote to comply with our rules, also Cllr Moss & Dutton will meet with one possible installation company Tuesday 22<sup>nd</sup> at 09:30

Signed \_\_\_\_\_

Dated \_\_\_\_\_

## 25. WW 168 Planning Consultations

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

**None**

### **Notices of Decision by Borough Council and County Council**

25/00637/F	West Winch	Householder: Double storey front and side extension	Application Permitted
	E: 562765 N: 315980	Dairy Farm 9 Common Close West Winch King's Lynn Norfolk PE33 0LB	16 June 2025  Delegated Decision

**Working Group Reports – To be sent to the clerk prior to the meeting to be distributed to all councillors in future as agreed in April 2024.**

**25. WW 169** The Planning Chair (Frank Dutton) to give a report. – No new planning requests in the last 4 weeks

**25. WW 170** The Finance Committee Chair (Gavin Ball) to give a report. – Nothing to report

**25. WW 171** The Street Lighting Chair (Adam Gipp) to give a report. – Absent

**25. WW 172** The Playing Fields and Maintenance Chair (Barry Thrower) to give a report. – Cllr Thrower stated that our maintenance workers are untrained in certain power tools such as chain saws and they should not operate them. This was accepted, future use would be confined to our qualified contractors.

**25. WW 173** The Village Hall Chair - (Paul Moss - Temp) to give a report. – Given as above. Also speaking to play group manager re storage and use of fridges in hall

Signed \_\_\_\_\_

Dated \_\_\_\_\_

**Accounts & Finance including:**

**25.WW174** To Note Balance of Accounts on 1st July 2025

Unity Trust Bank Current Account	12108.77
Unity Trust Bank Savings Account	80520.17
<b>Total</b>	<b>92628.94</b>

**25.WW175** To consider/review the payments for June 2025

**25.WW176** To note money received, recharges and transfers.

**25. WW 177** To Note –Dispensation for financial payments to be authorised as paid for July and for August due to no clerk in July and no meeting in August.

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

**25. WW178** 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)

Nothing to discuss in this meeting.

**25. WW179** To receive Items for the next meeting agenda  
by 12 Noon on Monday, 9<sup>th</sup> September 2025.

**25. WW180** To confirm the date of the next meeting of the Parish Council, scheduled for  
**Tuesday 16<sup>th</sup> September 2025 at 7:30 pm at the West Winch Village Hall**

**25. WW181** Close of meeting: - 20.08 (8.08pm)

Signed \_\_\_\_\_

Dated \_\_\_\_\_

**Appendix 1.****West Winch Parish Council**

Clerk's Report to Full Parish Council

**Meeting Date:** 15/07/2025

**Subject:** Budget Remaining in Reserves for Playing Field – Outdoor Gym Equipment

Report by: Rob Shaw, PSLCC - Parish Clerk and Responsible Financial Officer

**1. Purpose of the Report**

To inform Members of the Full Council of the current budget remaining in earmarked reserves for the Playing Field, specifically allocated for the installation of outdoor gym equipment, and to outline potential options for progressing this project.

**2. Background**

As part of the Council's ongoing commitment to improve community facilities and promote health and wellbeing within the parish, a budget allocation was previously made to earmarked reserves for the purchase and installation of outdoor gym equipment at the playing field.

This report provides an update on the current financial position of this reserve and highlights considerations for moving the project forward.

**3. Financial Position**

As of 31/05/2025, the balance of the earmarked reserve for Playing Field Improvements – Potential Outdoor Gym Equipment stands at:

£6500.00

This amount remains unspent and is ring-fenced specifically for the provision of potential outdoor gym equipment, in accordance with the Council's approved reserves policy and previous resolutions.

Signed \_\_\_\_\_

Dated \_\_\_\_\_

#### 4. Considerations

The Council may wish to consider the following options:

- Obtain updated quotations for suitable outdoor gym equipment, factoring in any increased costs due to inflation, installation charges, and ongoing maintenance requirements.
- Consult the community to confirm the preferred type and number of equipment items, ensuring the proposed provision meets local needs.
- Review the existing site layout to determine the most suitable and accessible location within the playing field.

#### 5. Recommendation

That the Full Council:

- Notes the current earmarked reserve balance of £6500.00 allocated for outdoor gym equipment.
- Approves the Clerk to obtain updated quotations and site layout options for the provision and installation of outdoor gym equipment at the playing field.
- Considers whether to seek additional funding or grants to supplement the current reserve.
- Agrees to include a public consultation exercise to gauge resident preferences on the type of equipment to be installed.

Prepared by:

Rob Shaw PSLCC

Parish Clerk and RFO

08/07/2025

**REPORT from County Cllr A Kemp –**

**County Councillor Community Grant**

Signed \_\_\_\_\_

Dated \_\_\_\_\_

My County Community Grant is now active. A community organisation can apply for up to £500 to run a community project. Amounts higher than this would need to be match-funded. The Norfolk Community Fund will focus on small grants. This could include, providing supplies for coffee mornings in village halls for vulnerable residents, buying sports equipment so that new sport groups for young people can start, or buying supplies for a craft group. Whatever it is, we know that even small amounts of money can make a huge difference. **Please contact me at [Alexandra.Kemp@norfolk.gov.uk](mailto:Alexandra.Kemp@norfolk.gov.uk)**

Local groups can apply for grants of £200 to £2,500.

To help boost the overall fund, and to encourage and support groups to harness community funding power:

- For funding bids of £500 or over, groups will need to match fund 50%
- We will support groups to do this through the Crowdfunding platform, which we have already successfully used in the County Council's Growth and Investment service, and gives a simple route for groups to fundraise
- For projects under £500, there will be no match-funding requirement – but groups will have the option to still do that if they wish, to help increase the total amount of funding

Eligibility

What can it support:

Projects must clearly benefit the local community within the local area. They should aim to bring people together, celebrate local culture, and improve the overall quality of life in Norfolk. Below are the themes for the funding along with some examples of what the funding can go towards:

- Ageing well: Activities supporting the well-being of older adults, such as improvements to community centres or village halls, and projects for the wellbeing of older people.

Signed \_\_\_\_\_

Dated \_\_\_\_\_