

# Minutes of West Winch Parish Council

Tuesday 15<sup>th</sup> October 2024 at 7:30pm at West Winch Village Hall

Parish Councillors Present: Cllr Alan Johnson- Chair, Cllr Gavin Ball, Cllr Barry Thrower, Cllr John Collier, Cllr John Lamb, Cllr Paul Moss, Cllr Adam Gipp. Also, present: Rob Shaw (Clerk/ RFO), CC A Kemp , BC S. Nash and Cllr J Moriarty and 1 member of the public were present.

## 1. Welcome from Chair and Apologies for Absence

Apologies for absence were received from Cllr Frank Dutton – Vice Chair  
Apologies for absence were not received from Cllr James Lockwood,  
BC Thomas Barclay,

## 2. Approval of the Minutes of the Meeting held on Tuesday 16<sup>th</sup> July 2024

The minutes of the meeting held on Tuesday 16th July 2024 be signed as true copy.

The minutes were signed by the Chair.

**Approved by Cllr Collier – Seconded by Cllr Moss. Approved by all.**

## 3. To receive declarations of interest in items on the agenda and consider any requests for dispensation.

Cllr Thrower to register pecuniary interest in Item C on the Clerks financial report.

## 4. Reports from County Councillor and Borough Councillors.

Report and updates from County Councillor Kemp and Cllr Nash – Cllr Moriarty shared the news that the CIL application would be on its final approval from BCKLWN Cabinet on 17/10/2024

## 5. Open Forum for Public Participation: Nothing to discuss. No questions were posed to the council.

## 6. Clerks Report. CiLCA ( Certificate in Local Council Administration ) had started for the Clerk on the 19<sup>th</sup> of September and would continue for a period of 6 months – resulting in a Level 3 qualification equivalent to an A Level to enable the council to adopt the “General Powers of Competence” when completed. Clerk to update monthly on progress.

The Clerk and Cllr Ball have been booked onto a training course to assist with the calculation of the parish tax base. More to be discussed as this is completed.

The Clerk is still looking for a new supplier for the unmetered street light electric charge.

There has been a quote received from our existing street light maintenance company to update the streetlamps in our charge to LED lamps to aid in reducing costs in the energy used and the call outs to existing old stock.

The Clerk also mentioned chasing up quotes for other works.

The Clerk handed the details for the Playing field committee to research Listing the Pound As a place of local importance.

Signed \_\_\_\_\_

Dated \_\_\_\_\_

## 7. Agenda Items

- a) **To discuss the Rospa assessment of the Play equipment** – The playground equipment has had its yearly inspection and the ROSPA reports have been sent to the Playing Field committee to review and monitor over the summer. The verdict was that whilst some of the items were deemed as needing work, some of the report was to point out future works. Cllr Collier has re measured the swing chains with a digital vernier gauge and they are within the legal safety limits at this time. A Playground area inspection is carried out on a monthly basis.
- b) **To discuss the street lighting** – There was a discussion of re connecting the faulty lamps on the playing field. The outcome was not to move forwards with this at this time. It was also discussed that the itinerary was now complete and once the decision to update the old stock to new LED lamps had been agreed (**see 7f**) and the works carried out by the contractor, then this information will be sent to National Power Networks to reassess the current usage and costs for the PC.
- c) **To discuss the provision of public toilets at the playing field-** This project was discussed at some length at the previous meeting and the overall decision was to scrap the plans at this stage due to costs and facilities management.
- d) **To discuss the matter raised by a member of the public regarding supplying flood lighting at the Tennis courts** – There was a discussion regarding this request, and this led to a larger discussion regarding the updating of the tennis court area. Cllr Ball has proposed that he will put together a report with costings etc and return this to the council at a later date. It was brought to the PC's attention that this had been looked into before and was a bit of a nonstarter due to raised concerns over noise and light pollution to the neighbouring houses. This was raised by Cllr's Thrower and Lamb
- e) **To discuss the matter raised by a member of the public regarding the siting of the new "football" container on the field and the position that it has been left in.** – A parishioner has raised a question as to the location of the new container on the playing field due to the fact of blocking the view from his garage window. The Clerk met with the parishioner and discussed this with him and two other points that he also raised regarding a dead tree and a fallen fence at the edge of the field. The decision was to remove both the dead tree and the fallen fence due to their condition. The decision over the container was to leave it in place due to the costs of having it relocated.
- f) **To discuss Street Lighting Lamp exchange. Clerk to present figures.** – The Clerk presented the information and quote from the existing street lighting contractor to replace all the existing SOX and SON lamps within the Parish councils' control and to upgrade them to LED lamps. The cost of this project would pay for itself over a period of 12 to 18 months in reduced energy usage. This quote to be accepted was **Proposed by Cllr Gipp – Seconded by Cllr Ball – All in Favour.** Clerk to instruct contractor to move ahead with the task.

Signed \_\_\_\_\_

Dated \_\_\_\_\_

## 8. Planning Consultations

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

**Ref. No: 24/01297/F**

**Sitting of a static caravan for storage. (RETROSPECTIVE) at The Winch 70 Main Road West Winch King's Lynn Norfolk PE33 0LY**

No Objections raised

**Ref. No: 24/01452/F**

**Proposed single storey rear extension to dwelling. At 8 Common Close, West Winch PE33 0LB**

No Objections raised

**Ref. No: 24/01322/F**

**New single storey to rear of existing bungalow with retrospective approval to boundary fronting the road. (RETROSPECTIVE) - Wy-Rome, 12 Westland Chase**

No Objections raised

**Ref. No: 24/01459/RM**

**Application for reserved matters: Access, appearance, landscaping, layout and scale for construction of 2 no. dwellings complete with garages and associated landscaping works.**

**Land Adjacent To 263 Main Road**

Objections / Note to Planning raised – To bring to attention the minor drain is often subject to flooding from the said proposed building plots onto the A10

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

**24/01452/F West Winch 8 Common Close West Winch King's Lynn Norfolk PE33 0LB - Proposed single-storey rear extension to dwelling.**

*Application Permitted*

*8 October 2024*

*Delegated Decision*

Signed \_\_\_\_\_

Dated \_\_\_\_\_

## 9. Working Group Report

- a) The Planning Chair (Frank Dutton) Absent – No report given
- b) The Finance Committee (Gavin Ball) to give a report. –A Financial Committee meeting was held on the 14<sup>th</sup> of October 2024, and the draft budget was created. The Clerk to send a copy to Full PC for adjustments and adoption in readiness for the November PC Meeting.
- c) The Street Lighting Chair (Adam Gipp) to give a report – Cllr Gipp had received an email in reference to a complaint about how dark the area was and that the parishioner in question felt unsafe in the darker evenings due to low light conditions. The email had been replied to and advised to contact the Local Police Liaison Officer and that Cllr Gipp would look into the low light of some of the lamps once he had an idea of the lamps that were in question.
- d) The Playing Fields and Maintenance Chair (Barry Thrower) to give a report – Cllr Thrower started with a congratulations for all involved in securing in principle the funds for the works within the carpark and if we had received the drainage quotes and if they were included in the award. There have also historically been three quotes for the Mud mat works around the pump track and asked the clerk to find them to revisit. We would also need to find out how much money was left over from the playing field project to enable that to be invested also. Clerk stated it was not allocated in the reserves policy and would look into it.
- e) The Village Hall Chair to give a report –Cllr Collier mentioned that there had been reports regarding the amount of Drug paraphernalia that had been found in the carpark area of the hall. Cllr Gipp has reported this to the Local Police Liaison Officer, and the Clerk had instructed the BCKLWN Street Clean service to attend to remove the waste. Cllr Gipp also advised Cllr Collier to report it if it was seen again.

Signed \_\_\_\_\_

Dated \_\_\_\_\_

## Finance Report for July 2024

### 10. Accounts & Finance including:

a) To Note Balance of Account on 1<sup>st</sup> October 2024

Unity Trust Bank Current Account	13,959.43
Unity Trust Bank Savings Account	83,974.24
<b>Total</b>	<b>97933.67</b>

b) To consider Payments for October 2024

#### Payments for October 2024 Authorisation

Payee	Goods/Services	VAT	TOTAL	DD/EP electronic payment / direct debit	Supplier/Service
PKF Little John - External Audit	315.00	63.00	<b>378.00</b>	EP	PKF Little john - External Audit - Inv SB20242912
NALC - GILCA Training	285.00	57.00	<b>342.00</b>	EP	NALC - GILCA Training Cost - Inv 2090
HMRC	382.44	0.00	<b>382.44</b>	EP	HMRC - Ending Oct 24 - Ref 531PG00129529
WBSC - Electric recharge	69.78	13.96	<b>83.74</b>	EP	WBSC Electric recharge - INV 222 - Paid 14/10/24 - via WWVH
Clerks Salary	1219.56	0.00	<b>1219.56</b>	EP	Clerks Wages - September - Paid 01/10/24
Hall Managers Wages	271.55	0.00	<b>271.55</b>	EP	Hall Managers Wages - September - To Be Recharged - Paid 01/10/24
K Blackall - Wages	251.45	0.00	<b>251.45</b>	EP	K Blackall Wages - September - Paid 01/10/24
P Rushbrook - Wages	183.20	0.00	<b>183.20</b>	EP	P Rushbrook Wages - September - Paid 01/10/24
Hall Managers Exp	10.00	0.00	<b>10.00</b>	EP	Hall Managers Exp - WFH - To Be Recharged - Paid 01/10/24
Clerks Exp	10.00	0.00	<b>10.00</b>	EP	Clerks Exp WFH - September - Paid 01/10/24
K&M Lighting	122.48	24.50	<b>146.98</b>	EP	K&M Lighting Maintenance - Inv 8962
N Power - Streetlights	494.65	24.73	<b>519.38</b>	DD	Npower - Streetlights - Inv IN11633077 -
Urm (UK) Ltd - Recycling	57.60	11.52	<b>69.12</b>	EP	URM (UK) Ltd Waste Recycling - Inv 000463
EE Ltd - Mobile Phones	33.6	0	<b>33.60</b>	DD	Ee Ltd - Mobile Phones - Paid 01/10/24
Propel Mobiles	18.46	0	<b>18.46</b>	DD	Propel Mobiles - Paid 10/10/24
<b>TOTAL</b>	<b>3,724.77</b>	<b>194.71</b>	<b>3,919.48</b>		

c) To Note money received – recharges and transfers

30 September 24	WWVH Recharge Inv 24/38 RFO Hours	92.88
30 September 24	WWVH Recharge Inv 24/39 Hall Managers Hours	271.55
30 September 24	WWVH Recharge Inv 24/39 Hall managers exp	10.00
02 September 24	WWSC – Payment Plan Amount – Yet to be agreed	200.00

### 11. To resolve to move into closed session, on the grounds of confidentiality in accordance with The Public Bodies Admission to Meetings Act 1960 s.1(2)

### 12. To confirm the date of the next meeting of the Parish Council scheduled for

**Tuesday 19th November 2024 at 7:30pm in West Winch Village Hall**

Meeting Closed at **8.59pm**

Signed \_\_\_\_\_

Dated \_\_\_\_\_