

Minutes of West Winch Parish Council

Minutes subject to approval at the next meeting.

Tuesday 16th September 2025 at 7:30 pm at West Winch Village Hall

Parish Councillors Present: Cllr Alan Johnson- **Chair**, Cllr Gavin Ball, Cllr Barry Thrower, Cllr Adam Gipp,
Cllr John Lamb, Cllr John Collier

Absent from the meeting – Cllr Frank Dutton – Vice Chair -BC Simon Nash, BC Thomas Barclay

Also present: CC Kemp, BC Moriarty, PC Jamie Cowen – Members of the Public – 5

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

25.WW182 Welcome from the Chair and Apologies for Absence (LGA 1972 s 85(1))

Apologies for absence were received from Cllr Frank Dutton – Vice Chair

25.WW183 To receive declarations of interest in items on the agenda and consider any requests for dispensation. (Localism Act 2011 s21 s33)

Cllr Thrower declared an interest in Financial Items **25. WW 202**

25.WW 184

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

The minutes of the meeting held on Tuesday; 15th July 2025 be signed as a true copy.

Proposed : Cllr Ball – Seconded: Cllr Thrower - Approved by all.

The minutes were signed by the Chair.

25.WW 185To Receive Reports from County councillors and Borough Councillors. (5 minutes each)

CC Kemp discussed that West Winch Councillors and the public had not been invited to a meeting held in North Runcton regarding the West Winch Housing Access Road (WWHAR).The offer of another meeting when the planning permission was in place was agreed.This has been possibly pushed back to March 2027.A member of the public asked – Can I ask if the Borough council any plans to house any asylum seekers in the borough – CC Kemp responded that this would be question for a cabinet member. The MOP then asked about the plans regarding the old post office building. Will it be demolished or repurposed – CC Kemp stated that this has been looked into previously and it showed that it belonged to an investment company, planning had been sort, but as of yet nothing had materialised.Cllr Thrower enquired to BC Moriarty regarding if there was any outcome to him asking after the sale of the RoW at Coronation Avenue and BC Moriarty responded that he would bring it up at the next planning meeting on Thursday the 18th of September.

Signed _____

Dated _____

25.WW 186**Open Forum for Public Participation: an opportunity to hear from members of the public.
(10 minutes only in total)**

MOP had two points to raise – He attended the Parish Meeting in June and had asked after the progress with the PC listing the Pound. The minutes from that meeting stated that it had stalled – he requested that the Parish Council investigate this again to get the Pound registered as a listed structure. The Chair responded that it would be investigated.

The Second point was relating to an email he had sent to the clerk, to be forwarded to the local police, regarding a badly parked vehicle and asked for an update.

The Clerk stated that this had been forwarded and then PC Cowen (present) interjected and stated that this was the case, and the matter was in hand. Potentially 7 to 10 days to action.

The MOP stated that it had nearly caused him an accident on more than one occasion.

Second member of the public (MOP) was a representative of the local football clubs.

There were some issues to be raised – Dips in the playing surface of the field, Storage of the goal nets, the fire alarm sensor going off in the hall when the showers are used. The teams would like to put up a sponsor board up in the changing room. Can the teams use the bins on site and to discuss the cost of the adult teams' games for 2025-26.

Third MOP stated that he had been asked by CC Kemp to attend the Stake Holders meeting as a representative

He asked why no parish councillors attended this meeting. Cllr Ball stated that he had made his apologies via the proper channels and the chair stated that he and all other councillors had prior engagements. The MOP also remarked that the meeting was a waste of time as no progress had been made and didn't see the point of the meeting. Cllr Ball responded that he was the parish council representative, and he had found it positive in the past.

Cllr Kemp stated the Parish Council should have delegates available if there were to be any issues in the future. Councillors will resolve to who will be on the Stakeholders panel in the next meeting in October.

PC Jamie Cowen discussed that crime statistics had been low and steady over the recent 28 days – with 1 theft reported and no anti-social behaviour (ASB) . Now the evenings are drawing in there will be a bigger presence in the area.

Cllr Gipp asked if there could be more "drive by presence" towards Halloween and Fire Works night. PC Cowen responded that this would be the case depending on the demand of the police force at the time.

CC Kemp asked for available dates for a public meeting to be forwarded to her – **Clerk to action**

BC Moriarty stated it is not a public consultation, and it would only benefit once the planning permission had been granted.

Signed _____

Dated _____

25WW 187**Items to note:**

- A donation of £1000 was received for the Village Hall from Houghton Estates- a Letter of thanks was sent by the Clerk.
- • The New emails for Councillors, as per assertion 10 of the AGAR for 2025-26, have been distributed to all and at this moment in time, two councillors have not logged in.

A MOP asked why the donation was made and the clerk explained the reasoning behind it.

Agenda Items

25. WW 188 To Discuss Mr Hildens access to Coronation Avenue and any future lease of the land– This item was moved to the closed session to discuss further

25. WW 189 To Discuss The users of the playing field and to update any contracts / agreements – Clerk stated that a report for council had been issued due to a request from councillors to find out who was using the field and when. During the process and before the meeting, the clerk had spoken to both the adults, and the junior teams and contracts were now in place. A fixtures list had been presented for the juniors, and the insurance policy had also been received. The invoice had been raised for the junior clubs, and the council are now to discuss the charge for the adult's team – this element was moved to a closed session and then decided to be moved to the October meeting once costings had been explored – **Clerk to action**

25.WW 190 To Discuss the request from the Football Team requiring storage for the Football Nets – An email had been received from the football club regarding the current damage being done to the football nets whilst stored on the field. The public have been using them, and they are being damaged – the nets have a replacement cost of £500 each and there must be a way to ensure that these are protected. The council were unsure at this time on how to resolve this. The representative from the football club asked if any members of the Parish Council would like to attend the next meeting of the football club, which will take place in the William Burt Social Club on the 9th of October at 7:30pm. **Clerk to email councillors to remind them of this request.**

25.WW 191 To Accept New installation of Playing Field Security and the possible purchase of new locks – The playing field had the gaps around the perimeter blocked with bollards to prevent vehicles entering the field. This had been completed by Cllr Gipp and AM 2 PM services. The Parish council were happy with the outcome. Cllr Thrower then suggested that the locks for the two access gates be changed as too many people may have the codes and the gates were being left unlocked by some and therefore rendering the improvements pointless as access was still available. It was resolved to purchase two new combination locks and once the codes had been set, a limited number of people to be issued with the code. This is to include the emergency services. **Proposed: Cllr Ball – Seconded: Cllr Collier – All Agreed**

Signed _____

Dated _____

25.WW 192 To Discuss additional Bin at the William Burt Centre – There had been lots of conversations regarding the provision of bins at the William Burt Centre by the Parish council and whether it was meeting demand. Recently there had been lots of bin bags dumped around the bins, preventing the council's groundsman from being able to do his job and also effecting the collection of rubbish by the contractor.

The Clerk had put some costings together with the assistance of Cllr Gipp and it was resolved to add a second 1100L bin to the site and remove the recycling wheelie bin to aid in the reduction of cost. The current recycling bin is cleaned monthly, and the contractor would have to be informed this is no longer required.

Proposed: Cllr Ball – Seconded: Cllr Collier – All Agreed – Clerk to Action

25. WW 193 To Discuss ROSPA Report – Sent round prior to meeting – Cllr Collier had been through the report on behalf of the playing field committee to assess the items that need to be addressed. After some discussion regarding the items found to be in need of some work and stating that there were no issues to be found immediate – It was resolved that the clerk would put a list together of these items and ask the provider of the equipment to quote for the remedial works found needing by the RoSPA inspection. **Clerk to Action**

25.WW 194 To Discuss the Village Hall Committee – This item was moved to a future meeting.

25. WW 195 Planning Consultations

New Planning Application Consultations received from Borough Council/NCC.

25/01289/F - Single storey side extension.

Fern House 172 Main Road West Winch KINGS LYNN Norfolk PE33 0LJ

25/01311/F - Proposed First Floor Extension and Partial Garage Conversion at 20 Walnut Avenue West Winch King's Lynn Norfolk PE33 0QE

25/01343/F - Side and front extension to existing workshop ARC Fabrication Garage Lane Setchey King's Lynn Norfolk PE33 0BE

25/01344/F - Rear Extension and Replacement Garage. 16 Westland Chase West Winch King's Lynn Norfolk PE33 0QH

25/00048/TPO - 2/TPO/00114 - Lime (T6) Reduction in height by 4.5metres and removing dead branches to make the tree more uniform shape. Our lime tree is not yet fully grown but already it has reached a considerable height, if it was to come down it would do untold damage and possibly fatalities. Ruby Lodge 221 Main Road West Winch King's Lynn Norfolk PE33 0NP

25/01226/F - -Single storey garage extension to side of existing bungalow at 3 Pell Place, West Winch, King's Lynn Norfolk PE33 0SP

25/01289/F - Single storey side extension at Fern House 172 Main Road West Winch KINGS LYNN Norfolk - **amended**

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 to be distributed to all councillors in future as agreed in April 2024.

25. WW 196 The Planning Chair (Frank Dutton) to give a report. – Nothing to report due to absence but planning applications had been passed back to borough deemed “no objection”

25. WW 197 The Finance Committee Chair (Gavin Ball) to give a report. – Cllr Ball read out a report laying out the process of budget setting for the upcoming months – Finance committee to meet in October / November to pre-form the budget for 2026-27 to be presented to council in January 2026 – See appendix 1.

25. WW 198 The Street Lighting Chair (Adam Gipp) to give a report. – Cllr Gipp informed the council that all labels had been attached to all the streetlights, and some may need a little attention which he would monitor. There was nothing else to report. The Clerk mentioned at this point the cost of maintenance had come down since the investment in LED bulbs throughout the village and that a new supplier of unmetered electricity had finally been found that would significantly reduce the costs of running the streetlights.

25. WW 199 The Playing Fields and Maintenance Chair (Barry Thrower) to give a report. – Cllr Thrower made all councillors aware of the removal of a broken bench at Hall Lane and the bench on the Village green needed some work to prevent it from going the same way. The handyman will be asked to address this. It was resolved by the council to provide a new bench to replace the broken one on Hall Lane. This would have a plaque to thank Houghton estates for their kind donation to the hall. The Clerk stated that there was funding in this year’s budget for this project. Three quotes have been obtained by the Clerk. The council also resolved to replace the broken bench in the play area.

Clerk to action the purchase of two new benches.

Quotes for two new bases will be required.

Cllr Thrower also mentioned the current condition of the memorial rose bed and that he has already been given the go ahead to clear this, provide new soil and replant with the possible assistance of his daughter and the village handyman.

25. WW 200 The Village Hall Chair - (No Current Chair) to give a report. – No Report given

Signed _____

Dated _____

Accounts & Finance including:**25.WW 201** To Note Balance of Accounts on 1st July 2025

Unity Trust Bank Current Account	14,651.40
Unity Trust Bank Savings Account	70,520.17
Total	85,171.57

As of 15/09/2025 with Precept payment

Unity Trust Bank Current Account	9565.62
Unity Trust Bank Savings Account	102,770.17
Total	112,335.79

25.WW 202 To consider/review the payments for September 2025**Payments for September 2025 Authorisation**

Payee	Goods/Services	VAT	TOTAL	DD/EP electronic payment /direct debit	Supplier/Service
HMRC	381.60	0.00	381.60	EP	HMRC - Month 4 -
Hall Managers Hours	318.55	0.00	318.55	EP	Hall Managers Hours - August - Recharged to VH - Paid 01/09/2025
Nalc - Payroll Final Pay	112.00	22.40	134.40	EP	Nalc Prorata Payroll - Final Payment - Inv 2729 -
K&M Lighting	39.60	7.92	47.52	EP	K&M Lighting Maintenance Inv 9558 -
Screwfix	103.77	20.77	124.54	EP	Screwfix = Materials for VH - Recharged to VH - Inv 2006185010 -
N Power	723.70	36.18	759.88	DD	N Power - Streetlights June - Inv 13816371 - Paid 15/09/2025
N Power	710.82	35.54	746.36	DD	N Power - Streetlights June - Inv 13816429 - Paid 15/09/2025
JBT Electrical	135.00	27.00	162.00	EP	JBT - Isolating Power from Pole on PF - Inv 24035
JBT Electrical	125.00	25.00	150.00	EP	JBT - Changing Electric meter in Hall - Inv 24150
N Power	256.46	12.82	269.28	DD	N Power - Streetlights Final Invoice 14003685
Bright HR	66.25	13.25	79.50	DD	Bright Hr - Payroll - Inv U003048289 -
TOTAL	2,972.75	200.88	3,173.63		

25.WW 203 To note money received – recharges and transfers.

WWVH - RFO's Hours	115.92	
WWVH - Hall Cleaner hours	444.66	
WWVH - Hall Managers Exp	10.00	
WWVH - Hall Managers Hours	318.55	
WWSC – Rental Charge	382.16	
Precept (2 nd Payment for 2025-26)	32,250	
Total		£33,521.29

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

Signed _____

Dated _____

25.WW 204 – Items to Note - None

25. WW 205 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)

Coronation Avenue – To be pushed to a future meeting.

Football Charges for the adult team – To be discussed in October after further investigation into Parish Council costs.

Village Hall External Area Quote – After discussion regarding the best material for the outside area to benefit all the council resolved to acquire to further quotes to Tarmac the area – **Clerk to Action**

**25. WW 206 To receive Items for the next meeting agenda
by 12 Noon on Monday, 13th October 2025.**

**25. WW 207 To confirm the date of the next meeting of the Parish Council, scheduled for
Tuesday 21st October 2025 at 7:30 pm at the West Winch Village Hall**

25. WW 208 Close of meeting: - 21:28 (9.28pm)

Signed _____

Dated _____

Appendix 1.**Finance Committee = Pre Budget Speech**

The Parish Councils draft budget report for 2026-27 will set out a clear financial framework designed to support both the day to day running of the parish services and longer-term community priorities.

The draft proposals outline anticipated income, primarily from the parish precept, alongside projected expenditures on essential areas such as grounds maintenance and community facilities.

Careful attention has been given to rising costs driven by inflation and service demands, ensuring necessary provisions are made without placing an excessive burden on local taxpayers.

Therefore, the financial committee with the assistance of the RFO propose an increase of 3.1% in 2026-27 from the previous financial year. The report also highlights earmarked reserves for future projects, to include play facility improvements, a possible new roof for the village hall and further works for Parish owned land.

By presenting the draft budget in November to the parish council for consultation, the parish council will reinforce its commitment to transparency, accountability and the shared responsibility of shaping local priorities. The final budget will be considered and adopted following further council deliberation.

Signed _____

Dated _____