

WALSINGHAM PARISH COUNCIL

To: Cllrs. B Landale (Chairman), L Acton, B Beckham, G Brooks, Mrs E Carter, S Landale, T Marston, Mrs E Meath Baker, N Morter, D Simmons, J Woodhouse (Vice-Chairman)

Cc: District Councillor T Fitzpatrick, County Councillor Dr M Strong, SNT Wells

You are summoned to a Meeting of the Parish Council on

Wednesday 7 September 2016 at 7.15 for 7.30 pm in the Village Hall

Members of the public may raise matters of concern before the meeting

Joanna Otte
Clerk to the Council

Date

AGENDA

Welcome

- 1) To consider **apologies** and reasons for absence
- 2) **Declarations of interest** by the Councillors in any of the agenda items listed below
- 3) Items of **urgent business**

- 4) **Police matters**
 - a) Crime Report
 - b) Any other police business

- 5) **Minutes of the Meeting** of 25 May (meeting on 6 July was cancelled) to be approved and signed as a true record.
- 6) **Matters arising not otherwise on the agenda**

- 7) **Report from the County Councillor**
- 8) **Report from the District Councillor**

- 9) **Highways**
 - a) **Items to report**

- 10) Two **defibrillators** from AADEFIB (Andrew Deptford) have been installed at the Farms Shop and Gt Walsingham Barns (available 24/7).
 - a) The defibrillators have been registered with the East of England Ambulance Service. The cabinets and defibrillators should be checked on a regular basis (checklist provided). Cost covered by a grant. The code to access the defibrillator cabinets is C159X. However there is no need to remember this. In an emergency dial 999, once it is established that the patient is suffering from a heart attack (and that there is a third person available) the code will be issued. When the cabinet is open the defibrillator can be taken to the patient. The defibrillator provides clear spoken instructions (and diagrams) which are easy to follow (no training is required).
 - b) To consider organising a demonstration event with the EEAS possibly also with First Aid training.

- 11) **Finances**
 - a) To consider **request from News and Views for a donation** towards the production and delivery of the free community magazine.
 - b) **Presentation of Statement**
 - c) **Accounts for payment**

- 12) **To note the report from the External Audit**
 - a) *'On the basis of our review of the annual return, in our opinion the information in the annual return is in accordance with the proper practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.'*
 - b) Notices pertaining to the annual audit have been placed on the notice boards and published on the website as required.

- 13) **Planning**
 - a) To note **withdrawal** of the following application

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- i) **Brick Kiln Farm**, Edgar Road ref: PF/16/0594: variation of condition 2 (approval plan) of planning permission PF/15/0921 to allow for revised design of dwelling including a first floor in part.
- b) **Applications since last meeting**
 - i) Internal & external alterations to facilitate conversion of former public house to ground floor retail unit and 2 first floor flats at **Oxford Stores** ref: PF/16/0667 and LA/16/0822. Plans circulated. Response emailed on 5 August: Walsingham Parish Council supports the application in general but has concerns about the access to the flats (directly onto the road) and the rear of the shop, as well as concerns for parking for the flats and for people using the shop.
 - ii) **Land to side of Edgar Road**, Egmere ref: ADV/16/1155: installation of two site marketing boards. Plans circulated.
- c) **Applications since last meeting and decisions from NNDC**
 - i) Proposed balanced cut and fill earthworks to construction winter storage reservoir at **Field 500m south of St Edmund's Church**, Egmere ref: NP/16/0688. Urgent response required so only circulated via email. Response submitted via email and copied to NNDCllr and Historic England (East of England): Walsingham Parish Council objects to this application for the following reasons:

The reservoir would be immediately adjacent to a scheduled ancient monument of the medieval settlement of Egmere, and three listed buildings. The Scheduled Ancient Monument is on the Buildings at risk register. The inhabitant and owner of the two houses immediately adjacent to the reservoir had not been informed about reservoir until contacted by a member of the parish council. All other houses in the area are owned by Holkham Estate and are less likely to object to the application. The area of the site is very beautiful, remote and tranquil, and these significant attributes would be massively disturbed by the construction, existence and servicing of such a project. The work of the development is irreversible.

No mention is made of the routes of underground piping away from the reservoir. No provision is made for an archaeological inspection of the site prior to or during work, even though the planned reservoir is so close to a scheduled ancient monument. Please find attached a map of the area of the scheduled ancient monument, the scheduling record and list entry, and a photo of the site.

The Parish Council was concerned that the documents were not available to view on the website at the end of May despite the fact that application appears to have been registered on 18 May.

NNDC: Prior approval given.
 - ii) Conversion of the **Pistol Club**, Creake buildings into a residential dwelling with associated access, parking and landscaping ref: PF/16/0463. Plans circulated. No objection submitted 23 June 2016.

NNDC: Approved.
 - iii) Internal alterations to block up original doorway between the two bedrooms and re-position the original door at the new entrance to bedroom two at **3 Westgate** ref: LA/16/0664. Plans circulated. No objection emailed 5 Aug.

NNDC: Approved.
 - iv) Creation of new windows and door opening at **Foundry Farmhouse**, Hindringham Road ref: PF/16/0789. Plans circulated. EMB declared an interest. Response emailed 5 Aug: Walsingham Parish Council has no objection to much of this application at Foundry Farmhouse. However concerns have been raised that in the installation of three windows in the west elevation will compromise a magnificent example of a Norfolk brick and flint wall.

NNDC: Approved.

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- v) **Brick Kiln Farm**, Edgar Road ref: PF/16/0773: erection of permanent agricultural dwelling. Plans circulated. No objection emailed 5 Aug.
NNDC: **Approved.**

 - vi) External alterations to facilitate insertion of 4 roof lights to rear roof slope at **4 Knight St** ref: LA/16/0208. Plans circulated. Response emailed 5 Aug: concerned that the roof lights will spoil the roof line of this listed building and suggests that less obtrusive measures could be taken to address the problems.
NNDC: **Approved.**

 - vii) Single storey bungalow at **12 Cleaves Drive** ref: PO/16/0812. Plans circulated. No objection emailed on 5 August.
NNDC: **Approved.**

 - viii) Alteration to window opening to form new entrance with open sided porch at **12 Wells Cottages**, Wells Road, Egmore ref: PF/16/0913. Emailed support on 5 August.
NNDC: **Approved.**
- d) **Decisions received from NNDC**
- i) **Stonegate**, Egmore Road ref: LA/16/0473. Replacement of failed hard cement render with haired lime render and limewash finish to façade of Stonegate farm house, together with stabilisation and repair of stucco window surrounds. **Permission granted.**

 - ii) **Abbey Farm**, Church Street ref: PF/16/0521. Erection of steel portal frame building over silage clamp to provide storage area for biomass woodchip for the biomass boiler located in Walsingham Abbey Grounds. **APPROVED.**

14) Maintenance

- a) Bottle bank – used as a rubbish bin!
- b) To consider setting a date for a litter pick

15) Traffic Management

- a) To note that Wells Town Council, in response to a local petition, is hoping to put forward a request via the County Councillor for a roundabout at the junction of the A148 and the B1105 in Fakenham. The Town Council has asked for support from the Parish Councils on the route.

- b) **SAM2**: order has been placed with Westcotec. 50% of cost has been received from County Council Parish Partnership Scheme. To arrange installation and rota for regular moving of sign and recharging batteries.

16) Street Lighting

- a) Knight Street: street light unit broken: replacement required as well as the new bracket
- b) New light and bracket required at Mount Pleasant (removed by UK Power networks when new poles installed).

17) Walsingham Development Group

18) Correspondence: circulated as usual.

19) Items for report or future agenda

20) Travellers meeting 30 Sept at 10.15 for 10.30 am in the Village Hall

21) The next Parish Council meeting is at 7.15 for 7.30pm on **Wed 19 Oct 2016 in the Village Hall.**
Close Parish Council Meeting

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Meeting of Walsingham Recreation Trust

Following the Parish Council meeting 7 September 2016

- 1) **Minutes of the Meeting** of 25 May (meeting on 6 July was cancelled) to be approved and signed as a true record.
- 2) **Village Hall**
 - a) Water Regulations Improvement Notice from Anglian Water requires a **backflow prevention device** for urinal cistern. Colin Matthews (plumber) has installed this along with a **pressure reduction valve**.
 - b) PAT testing due and some lights repairing.
 - c) To nominate a **Designated Person** for the alcohol licence to replace Bernie.
 - d) To note that the Swedish Youth Group would like to hire the all again next summer for over-night stay. However problems with the showers need to be resolved.
- 3) **Recreation Ground**
 - a) To report on **regular checks** of apparatus.
 - b) Graffiti on skate ramps
- 4) **Finances**
 - a) To note bank balance as at **31 August 2016: £2,177.53**
 - b) To note **receipts**: £1861.50 (booking fees); £9.30 (wayleaves)
 - c) To note **payments** by direct debit: NNDC rates £216; Anglian water £309.49.

d) Cheques to approve

Payee	Details	date	chq no	amount
NNDC	Premises licence annual fee	06/07/16	102239	180.00
Mrs D Yarham	cleaning June	06/07/16	102240	25.00
Mrs D Yarham	Cleaning July (including bar area)	20/07/16	102241	45.00
S Olley	Return booking fee (event cancelled)	30/07/16	102242	100.00

- 5) To note forthcoming **Bookings**
 - a) NNDC have a project which is funded by Sport England '**Sports Clubs and Hubs**'. The funding allows NNDC to provide low cost sporting activities for the community for a period of 40 weeks. They would like to come to Walsingham in January 2017 for a 40 week booking following an initial public meeting to engage the local community and find out what their preferred classes would be.
 - b) Slimming World: Tuesday evenings (two sessions: Hall in use from 4.30pm)
 - c) Wake: 25 August (booking fee due)
 - d) Order of Malta Pilgrim Supper 10 September (booking fee due) 17.00 – 22.00
 - e) Birthday Party 17 Sept (all day) including bar area
 - f) Private Party 8 Oct (12 noon to 12.30 pm including bar) cancelled
 - g) Carpet Bowls 19 October
 - h) Cycling event pit stop: Sunday 30 October 2016 8 am – 2 pm
 - i) Student Cross (tbc): Easter weekend 14 -16 April 2017 (all day and night)
 - j) Wedding Reception Saturday 24 June 2017 (all day and evening paid)
 - k) Wedding anniversary (tbc) Saturday 21 and Sunday 22 Sept 2018
- 6) Any other business