

WALSINGHAM PARISH COUNCIL

Present Cllrs. B Landale (Chairman), L Acton, B Beckham, Mrs E Carter, Mrs S Landale, N Morter, J Woodhouse (Vice-Chairman)

Meeting of the Parish Council on
Wednesday 2 December 2015 at 7.15 for 7.30 pm, in the Village Hall

MINUTES

Welcome

- 1) To consider **apologies** from Cllrs G Brooks, T Marston, Mrs E Meath Baker, D Simmons, and from County Councillor Dr M Strong, PC J Pegden (SNT Wells)
- 2) **Declarations of interest** by the Councillors in any of the agenda items listed below
 - a) E Carter: planning 14) b) owner of Robin Hood Cottage
 - b) B Landale and J Woodhouse donations 10) a) Church Wardens at St Peter's
 - c) S Landale donations 10) a) Trustee at Heritage House
- 3) Items of **urgent business**
- 4) **Police matters**
 - a) Crime Report: 6 x calls to Police in the last month; No crime. We are advising home owners to be aware of burglars in the area around the festive season, please protect your properties and report any suspicious behaviour.
 - b) Any other police business: It was noted that there had been lots of mud on the roads at Wighton (Harrisons lifting sugar beet).
- 5) **Minutes of the Meeting** of 21 October were approved and signed as a true record
- 6) **Matters arising not otherwise on the agenda:** none

7) Report from the County Councillor sent via email

Please respond to Norfolk County Council Budget Consultation: your views are taken into account. Closing date Thursday 14 January 2016

Wells Library and Friends Group: a recently formed group with its aim of keeping and developing our library as the community focussed place it has become. Wells Library Friends Group next meets on **Friday 22nd January 9.30am**. Contact Jan Campbell – Library Manager 01328 710467/862715.

Wells Dementia Friendly Committee:

This is a most worthy committee which I am honoured to have joined with representatives from a wide range of businesses and organisations, including Pauline Catton representing Wells Town Council. A number of activities are to be held such as North Norfolk's first Dementia Information Day which, with the continued support of Age UK, will be held on Tuesday 12 April 10.30-3.00. This will be jointly hosted by Heritage House and Wells Community Hospital. 2016 sees North Norfolk's first Memory Walk which will be held in the grounds of Holkham Hall on Sunday, September 18th. For more information about dementia friendly Wells go to www.dementiafriendlynorfolk.com

Helping people regain independence:

Norfolk County Council is investing an additional £1.1 million a year in Norfolk First Support (NFS) which will see forty eight additional permanent jobs created in a 'reablement' service. This service is provided free of charge for up to six weeks for adults assessed as being eligible for support. It is intended to help adults regain independence, for example, after a stay in hospital, ill health or injury. Recruitment for 'reablement' support workers is underway and once the positions are filled, the service should be able to support an additional 1,500 people a year.

8) Report from the District Councillor: no report

9) Highways

a) Potholes to report:

- i) At manhole cover outside the Café on the High Street
- ii) Thursford Road
- iii) Sunk Road
- iv) On left hand side on the road at Houghton St Giles just before the barns.

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- b) The Clerk was asked to notify NNDC of rubbish bins which are left for days on the edge of the road at Pilgrim House, Fakenham Road posing a hazard to road users.

10) Finances

B Landale, J Woodhouse and S Landale declared interests for this item.

- a) To consider making **donations**. It was resolved that the Council in accordance with its powers under sections 137 and 139 of the Local Government Act 1972, should incur the following expenditure which, in the opinion of the Council, is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure. It was agreed to make the same donations as in the previous year i.e. £100 each to St Peter's Church and St Mary's Church, and £50 each to Citizens Advice Bureau and Heritage House.

- b) Presentation and **confirmation of Statement**

- c) The following **payments were approved:**

chqs signed between meetings			
P Whiddett	exterior paint and wood work, new window (final balance)	101190	2,440.00
B Beckham	oversink water heater	101191	114.74
Dempsey Heating Ltd	bleed oil supply	101192	60.00
Walsingham Estate Management	repairs to bus shelter	101193	622.31
chqs to be signed			
Joanna Otte	expenses	101194	45.73
Fenland Leisure Products Ltd	repairs to wooden train and repainting MUGA	101195	791.43
	<i>total</i>		4,074.21

11) To note the report from the External Audit

- a) *On the basis of our review, 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 as required.

12) Employment

- a) The Council resolved to exclude the public (and the Clerk) in accordance with the Public Bodies (Admission to Meetings) Act 1960 for this item due to the confidential nature of discussing pension arrangements. (The Clerk left the room for this item).
- b) It was agreed to set up and contribute to a pension for the Clerk with the Norfolk Pension Fund to start on 1 July 2016.

13) To consider and set the Budget and Precept for 2016-17

- a) The **figures** of the draft budget (attached) were considered.
- b) To determine whether or not there are any **other likely calls on planned expenditure**.
- i) Dog waste bins: cost to purchase 1 bin approx £80, cost of collection per bin £2.50 e.g. for weekly collection per bin £130. It was agreed that dog fouling in Walsingham was not a big problem – there were one or two people who did not pick up their dog's mess but this also happened where dog bins were provided.
- c) It was agreed to **accept** the Local Council Tax Support Scheme Grant from NNDC of £1,337.
- d) **It was agreed the precept for 2016-17** should be £20,000 an increase of 3%. The form for NNDC was completed and signed.

14) Planning

- a) **Applications since last meeting**
- i) **Dow House**, 17 High Street: ref LA/15/1453: internal and external alterations and replacement joinery. Plans circulated.

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- ii) **Edgar Farmhouse**, Edgar Rd: ref: PF/15/1476 and LA/15/1477: proposed tennis court and conversion of outbuilding to facilitate new swimming pool. Plans circulated.

b) Decisions from NNDC

- i) **Robin Hood Cottage**, 1 Egmere Road ref: LA/15/0862: installation of solar panels to outbuilding within curtilage of listed building. **Approved**

(1) Note response from NNDC clarify solar panels and listed buildings

Solar panels fall under permitted development rights in most instances. When it comes to listed buildings the impact and harm is assessed on a 'case by case' basis. In terms of curtilage buildings assessment is made of the harm, visual impact, relationship to principal LB and wider effect on setting. The impact on the individual building and obscuring of historic fabric would most probably be of secondary importance as an ancillary building.

In the case of Robin Hood Cottage a small section of the panels would be visible from the street-scene and therefore there would be an impact on the setting of the Conservation Area and the LB. We have been back to the agent and have begun the process of negotiating to remove the panels from the visible section of roof slope. If they can provide evidence that the panels will not be visible from the public domain then I am happy the harm to the assets would be significantly reduced.

Whilst there will be an impact on the setting of the LB, the impact is confined to the cottage only and is potentially revisable without harming the asset itself.

- ii) **Egmere Farm House**, Wells Rd, Egmere ref: LA/15/1284: internal alterations. **Approved.**

- iii) **29 Cleaves Drive** PF/15/1440: erection of single storey side extension. **Approved**

15) Defibrillator for the Village

- a) It was agreed to apply for a grant from BHF
 - i) Location: Farms Shop on Guild Street was a central location.
 - ii) Regular checks
 - iii) Community training (materials and DVD provided)

16) Maintenance

- a) To note that essential repairs have been arranged for the bus shelter (roof repairs including gutter and plywood soffit: £2,366.71 incl VAT) completed.
- b) To confirm repairs to wooden train and MUGA: quote from Fenland Leisure Products and extra wood for train: £791.43 + VAT. (Work recommended following Inspection Report).
- c) To note that BT Payphones has added the telephone kiosk near the village sign in Great Walsingham to the list for their contractors to repaint. The contractors only work between April and October when the weather permits. The timing of the work is also dependent on when the contractors are in the area. The kiosk in Friday Market was repainted in Sept 2012.

17) Traffic Management: nothing to report.

18) Street Lighting

- a) To note that it is not possible to re-instate the light on the bracket at the corner of Knight Street until the road is fully re-opened. It was suggested that the work could be done when the road is closed between 14 and 18 December.
- b) Outage at The Ford and near the shop on High Street.
- c) Request for brighter bulb on junction of Church Street and High Street

19) Communication with the public

- a) To consider taking up the offer from John Burrows to talk about the Pilgrim Federation of Schools and Walsingham Primary School in particular. Perhaps this could take place at the Annual Parish Meeting in April. It was agreed that this would be a good idea.

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20) Correspondence: circulated as usual.

21) Items for report or future agenda

- a) It was noted that BT were investigating the possibility of having a cash machine in a phone kiosk in Reepham. Would this be something for Walsingham?

22) The next Parish Council meeting is at 7.15 for 7.30pm on **Wednesday 13 January 2016** in the Village Hall.

Parish Council Meeting closed at 8.05 pm. The Chairman wished everyone a very Happy Christmas.

Meeting of Walsingham Recreation Trust

Following the Parish Council meeting on 2 December 2015

1) **Minutes of the Meeting** of 21 October were approved and signed as a true record.

2) Village Hall

- a) Exterior decoration: Pete Whiddett: (door replaced and window repaired) completed.
- b) Replacement hot water heater for bar installed. Exterior and some internal lights repaired.
- c) Repair to ballcock in ladies' toilet. Colin Matthews (plumber) recommends reducing water pressure to the Village Hall.
- d) Oil ordered and delivered. Pipes cleared of airlocks.

3) Recreation Ground

- a) **Signs** for play area and skate ramps are ready to be put up.
- b) To report on **regular checks** of apparatus. All in order.
- c) Hedges and trees on perimeter. No response as yet from Walsingham Estate.

4) Finances

- a) To note bank balance as at **26 November 2015: £1,198.37**
- b) To note **receipts:** £301.50 (booking fees)
- c) To note **payments** by direct debit
 - i) NNDC business rates: 3 x £53 for Sept, Oct, Nov;

d) The following cheques were approved

Payee	details	date	chq no	amount
TJ Amos	electrical work (lights and heater)	14/11/15	102231	168.60

5) To note forthcoming Bookings

- a) Slimming World: Tuesday evenings (from 5th Jan two sessions so Hall in use from 4.30pm)
- b) History Society Talks: first Thursday evening monthly (not in Jan and Feb)
- c) Carpet Bowls: 13 Jan 2016
- d) Private party (to be confirmed): Saturday 6 February 2016
- e) Wedding anniversary (tbc) Saturday 21 and Sunday 22 Sept 2018

6) Any other business

- a) To note that the Annual Return has been submitted to the Charity Commission
- b) Promote Village Hall in the parish magazine

Meeting closed at 8.15 pm

Joanna Otte, Clerk to Walsingham Parish Council, e-mail: walsinghampc@googlemail.com Tel. 01328 822366
Little Manor, Thursford Road, Little Snoring, Fakenham, NR21 0JN *Agenda prepared by JO 26/11/15*