

# **WALSINGHAM PARISH COUNCIL**

## **Present**

Cllrs. B Landale (Chairman), L Acton, B Beckham, E Carter, T Marston, E Meath Baker, D Simmons, J Woodhouse (Vice-Chairman)

Meeting of the Parish Council on  
**Wednesday 21 October 2015 at 7.15 for 7.30 pm, in the Village Hall**

## **MINUTES**

Welcome

1) **Apologies** from G Brooks, S Landale, N Morter, County Councillor Dr M Strong, PCSO S Kirby (SNT Wells) were accepted.

2) **Declarations of interest** by the Councillors in any of the agenda items listed below

- a) E Carter item 11) a) i) Planning: owner of property
- b) E Meath Baker 11) a) iii) Planning: owner of property

3) Items of **urgent business**

4) **Police matters**

a) Crime Report: 1 report of criminal damage to a vehicle that occurred within the Parish.

b) Any other police business: The main message to our community around North Norfolk and Broadland is that of vehicle security. Please be mindful not to leave any items of value in your car, especially overnight. Thieves are targeting work vans in specific and taking any tools left within. We have also noticed a number of items taken from roof racks overnight. Items being targeted are ladders and bikes. Please remember to take these off and lock them away.

5) **Minutes of the Meeting** of 9 September were approved and signed as a true record

6) **Matters arising not otherwise on the agenda**

7) **Report from the County Councillor**

In brief the cabinets [for fibre optic broadband] will be sited in the original location. Because of the changes.... the BDUK Norfolk Senior Project Manager has made a commitment that all works will be carried out during November and early December allowing broadband orders to be placed before the end of December.

8) **Report from the District Councillor** no report.

9) **Highways**

a) **Items to report**

- i) Pothole on Cleaves Drive (about half way up)
- ii) Potholes between pill box and Toll Bar Cottage on Holt Road [works already programmed to tar and chip]

b) **Verges and hedges:** To note that the County Council is responsible for verge cutting (currently twice a year) although the Parish Council has a contract with Norse to cut many of the verges approx twice a month throughout the season and the Walsingham Estate also strims verges. Maintenance of hedges is the responsibility of the tenant. DeFRA policy is that hedges should be cut every other year except if required for road safety and that the cutting should take place after 1 Sept. With these restrictions and the use of modern machinery the cut hedges look ghastly for a short while.

10) **Finances**

a) Presentation and **confirmation of Statement**

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b) The following **payments were approved:**

Joanna Otte	expenses (Aug - Oct: £57.70) and costs incurred for Parish Council compliance with Transparency Code (£38.04)	101184	95.74
Norse	grounds maintenance Rec. Grd	101185	611.83
Norse	grounds maintenance verges	101186	1,155.82
Dempsey Heating	boiler service (Village Hall)	101187	106.32
Mazars	external audit	101188	360.00
Walsingham Parish Amenity Fund	donation towards News and Views (parish magazine)	101189	£200.00

11) An application for £38 (for training and cost of scanner) from the **Transparency Fund for Smaller Authorities** (administered by NorfolkALC and NALC) was approved.

### 12) Planning

#### a) Applications since last meeting

E Carter declared a pecuniary interest in the following application.

i) **Robin Hood Cottage**, 1 Egmere Road ref: LA/15/0862: installation of solar panels to outbuilding within curtilage of listed building. Plans circulated. Comments submitted: While there is support for the installation of solar panels, concern has been raised that the panels will spoil the look of the original tiled roof. This would be contrary to recommendations on the government planning portal which states that 'The panels must not be installed on a building that is within the grounds of a listed building or on a site designated as a scheduled monument.'

ii) **Egmere Farm House**, Wells Rd, Egmere ref: **LA/15/1284**. Plans circulated. No objection. It was noted that the farm buildings are of importance.

E Meath Baker declared a pecuniary interest in the following application.

iii) land adjacent to the **Abbey**, Sunk Road ref: PF/15/1334 & LA/15/1335: extension to building to provide biomass fuel store with new access etc. Plans circulated. No objection.

iv) **29 Cleaves Drive** PF/15/1440: erection of single storey side extension. Plans circulated. No objection.

#### b) Decisions from NNDC

i) **27 Wells Road** ref: PF/15/616: Demolition of existing rear and side extensions and erection of single-storey side extension with roof terrace above and two-storey rear extension. **Approved**

### 13) To consider having a Defibrillator for the Village

a) It was agreed to apply for a grant (defibrillator, cabinet and training materials) from British Heart Foundation

i) Possible location: Telephone kiosk in Friday Market (but this would involve taking on responsibility of the listed kiosk); in the public toilets on the High Street; near Museum Entrance in Common Place; at the Farms Shop on Guild Street.

ii) Regular checks

iii) Community training (materials and DVD provided)

### 14) 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)

b) To confirm repairs to wooden train, and MUGA: quote from Fenland Leisure Products: £469.87 + VAT. (Work recommended following Inspection Report)

c) Thanks to B Beckham for dealing with the hooks on the goal posts

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## **15) Traffic Management**

- a) Parish Partnership Scheme for highway improvements (deadline December) with costs shared 50:50 between the parish and the County Council. An application for SAM2 (speed awareness message – flashing up speed – cost approx £3,339) has been endorsed by the County Councillor and submitted. Applications will be considered early in 2016 and notice of success made in March.

## **16) Street Lighting**

- a) Church Lane street lamp – box open. Contractor already notified.
- b) Possible outage at bottom of High Street to be confirmed

## **17) Communication with the public**

- a) To consider a request from Fr Andrew for financial support towards for the initial costs for a Community Magazine before advertising revenue pays. It was agreed to make a donation of £200.

## **18) Correspondence:** circulated as usual.

- a) To note WDG Christmas Lights and Carols Sat 28 November (switch on at 5pm). The Shrines and Churches are donating 11 new figures, Walsingham Estate is building a new 'stable' with Perspex front.
- b) Letter from NCC regarding consultation with Small Schools with less than 105 pupils. The Clerk was asked to clarify the implications for Walsingham Primary as it is already part of a Federation.

## **19) Items for report or future agenda**

- 20)** The next Parish Council meeting is at 7.15 for 7.30pm on **Wednesday 2 December 2015** in the Village Hall.

Parish Council Meeting closed: 8.15 pm

# WALSINGHAM PARISH COUNCIL

## Meeting of Walsingham Recreation Trust

Following the Parish Council meeting on 21 October 2015

- 1) **Minutes of the Meeting** of 9 September were approved and signed as a true record.
- 2) **Exterior decoration**
  - a) Pete Whiddett: (door replaced and window repaired) painting on going?
- 3) **Replacement hot water heater for bar.** Cost of heater £114. B Beckham will arrange installation and submit the bills.
- 4) **Purchase of oil:** checked – not needed at present.
- 5) **Service of boiler** (7 October by Dempsey Heating)
- 6) **Recreation Ground**
  - a) **Signs** for play area and skate ramps are ready to be put up.
  - b) To report on **regular checks** of apparatus. Repairs to train are scheduled.
  - c) Hedges and branches to be cut back. The Clerk was asked to check with the Walsingham Estate regarding ownership and what to do particularly as some of the branches might require a tree surgeon.
- 7) **Finances**
  - a) To note bank balance as at **15 September 2015: £1,185.91**
  - b) To note **receipts:** £450 (booking fees)
  - c) To note **payments** by direct debit
    - i) NNDC business rates: £53 for Aug;
    - ii) Anglian Water: £182.82
  - d) **Cheques to approve**

Payee	details	date	chq no	amount
Joanna Otte	set of keys (for Slimming World)	21/10/15	102228	£8.24
Joanna Otte	keys for kitchen and emergency exit plus tags	21/10/15	102229	£11.70
- 8) To note forthcoming **Bookings**
  - a) Carpet Bowls cancelled (unable to make up a team): only one booking on 13 Jan
  - b) Slimming World: Tuesday evenings starting 6 October
  - c) History Society Talks: Thursday evenings monthly
  - d) Christening party: Saturday 24 October
  - e) UK Cycling: Sunday 22 November 2015
  - f) Primary School Christmas Bingo: Thursday 26 November 7-9.30 (set up from 3pm)
  - g) Private party (to be confirmed): Saturday 6 February 2016
  - h) Wedding anniversary (tbc) Saturday 21 and Sunday 22 Sept 2018
- 9) Any other business

Meeting closed 8.30 pm

Joanna Otte, Clerk to Walsingham Parish Council, e-mail: [walsinghampc@googlemail.com](mailto:walsinghampc@googlemail.com) Tel. 01328 822366  
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