

# WALSINGHAM PARISH COUNCIL

**Present:** Cllrs. B Landale (Chairman), L Acton, B Beckham, Mrs S Landale, Mrs E Meath Baker, N Morter, and PC J Pegden (SNT Wells) and one member of the public

**Meeting of the Parish Council on  
Wednesday 17 October 2018 at 7.15 for 7.30 pm in the Village Hall**

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

- A member of the public reported that she had sent a letter to Victory Housing (copied to the County Councillor and the Parish Council) describing the problems and concerns that residents on Wells Road have with Victory Housing.

## MINUTES

**Welcome**

1. **Apologies from G Brooks, Mrs E Carter, Mrs K Richardson, D Simmons, J Woodhouse (Vice-Chairman) and County Councillor Dr M Strong were accepted.**
2. **Declarations of interest by the Councillors in any of the agenda items listed below. None.**
3. **Items of urgent business**
4. **Police matters**
  - a. It was reported that the coping stones from the Sunk Road, which had been stolen earlier in the week had been recovered and a man was in custody. In the last week there had also been a lot of agricultural crime (farmers advised to make equipment secure). There police have had some good results for marine crime.
  - b. It was noted that the period over the Feast of the Assumption had been alright in Walsingham. The Chairman thanked PC Pegden for all the work that he puts in for the village.
5. **Minutes of the Meeting of 12 September 2018 were approved and signed as a true record.**
6. **Matters arising not otherwise on the agenda**
  - a. It was noted that the Clerk has spoken to the Church Warden about the complaints regarding the grass cutting at St Mary's churchyard.
  - b. A letter of thanks had been received from News and Views for the donation.
  - c. It was noted that no response had been received from the owners of the Bakehouse in respect of the steps.
7. **Report from the County Councillor: circulated via email**
8. **Report from the District Councillor: not present**
9. **Highways**
  - a. **Items to report**
    - i. Unnecessary diversion for small road closure on Guild Street at junction by the War Memorial.
    - ii. Complain that the road closure for Edgar Road is excessive – three days to be closed for work that will be done over night.
    - iii. The Clerk was asked to contact highways requesting that more thought is put into road closures, notification and diversions e.g. recent closure of the High Street by Anglian Water: road closure signs at Little Snoring A148 / The Street.
  - b. **Other matters**
    - i. Entrance to 26-32 Knight Street: the Clerk contacted residents and the Anglican Shrine to inform them that work would be carried out to re-cobble to the entrance and that during the five day period there would be no access for cars. The Clerk had arranged with the Walsingham Estate that cars could be parked in the overflow car park on the further side





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of the Riddle. Highways are currently arranging with contractors to do the work. The work is due to start on 5 November (for three days). The residents and Anglican Shrine will be informed.

- ii. It was noted that Highways have specifications for installing timber steps on public highway but they are not aware of any national standards that would need to be adhered to. The Disability Discrimination Act might provide some information. Extract from the internet: Design Guidelines: Exterior Stairs – DG2 Design: <https://dg2design.com/design-guidelines-exterior-stairs/> 'In order to eliminate tripping hazards, the dimension of a Riser should always be a minimum of 4" and a maximum of 7". Treads – the horizontal faces of each step – should be sized depending on the dimension of the Risers. The standard acceptable range of dimensions for exterior Treads is 11 to 18 inches.' (Further explanation: the problem here is that the embankment is now considered to be highway although historically Victory used to cut the grass. The steps were probably put in along with the houses when they were district council housing. Victory took responsibility for the houses and also the footpath along the top of the bank. The difficulty will be proving who should now be responsible for the steps.)

### 10. Finances

- a. The Statement of accounts was presented and confirmed.
- b. The following payments were approved:

Joanna Otte	expenses	101300	£55.77
Indigo Waste Ltd	bottle bank collection (April - Sept)	101301	£21.60
Norse Eastern Ltd	grounds maintenance	101302	£697.01

### 11. Planning

#### a. Applications since last meeting

- i. **7-9 High Street:** Installation of replacement sash windows, secondary glazing, new extract fans with external grills and removal of oil tank PF/18/1715 and LA/18/1716. Link circulated. No objection.
- ii. **Robin Hood Cottage. 1 Egmore Road:** Insertion of bi folding doors on the side elevation and replacement of two windows at first floor on the side elevation ref LA/18/1783. Link circulated. EC declared an interest as the owner of the property. No objection.

#### b. Decisions made by NNDC

- i. **26-28 High Street** Conversion of single dwelling to three one bed flats, replacement dormer windows & insertion of French doors in rear elevation to replace ground floor windows ref: PF/18/1334 and LA/18/1335. APPROVED

### 12. Maintenance

- a. Measurements for replacement sign to be sent to Signs of the Times. The cost of a replacement is £196.90 (+ carriage). They need to have the dimension of the collar.
- b. A request has been received from a bus user for the area by the memorial bench Wells Road to be levelled with the pavement to allow for easier access to the bus's ramp. LA said that he would see what could be done.
- c. Wooden map holders are looking shabby. The Clerk was asked to check with Harry Stebbings what is required to maintain them.

### 13. Street Lighting

- a. Electrical Testing to be carried out by K&M Lighting (electrical test) 58 units £579.50 plus VAT.

### 14. Airfield Memorial Project

- a. Update from Nigel Morter: fundraising and lager sales going well. There are also mugs for sale (made in England). A full planning application form has been submitted to the District Council. Planned events included the talk and auction (catalogue available soon) at the Black Lion on 11 November; an event in the Marble Hall, Holkham on 10 April 2019. The unveiling of the sculpture is planned for 1 August 2020.





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## 15. Armistice 100 year Commemoration 11 November 2018:

Meeting organised by SL on 9 October (follow-up meeting on 30 October);

4.30 pm: lighting the Beacon in Common Place with readings, poetry, family stories. The pump to be decorated with union jack bunting, there would be a cascade of poppies (made by the primary school children from painted plastic bottles) and candles. The Bull would have a BBQ and chips and the Read and Digest would stay open for hot drinks and refreshments.

5.30 pm: Black Lion Hotel – talk on Remembrance (Nigel Morter) with display of memorial plans for North Creake, an auction, raffle and buffet (raising funds for the Air Field Memorial).

## 16. Walsingham Development Group

### a. 'Walsingham – Open Spaces for All' to encourage walkers.

- i. EMB reported that the routes are undergoing their final review, the booklet is in train and NCC has offered to redo the maps.
- ii. It was noted that an invitation from the Dean and Chapter to the Clerk (or other) to attend Festal Evening Song in the Cathedral at 5.30pm on 1 November to introduce the Walsingham Way Project.

## 17. Correspondence: circulated as usual.

## 18. Items for report or future agenda

## 19. The next meeting of the Parish Council: Wed 28 November 2018 at 7.30 pm in the Village Hall.

### a. To set the Budget and Precept for 2019-20

Parish Council Meeting closed at 8.20 pm

Joanna Otte, Clerk to Walsingham Parish Council, e-mail: [walsinghamps@googlemail.com](mailto:walsinghamps@googlemail.com) Tel: 01328 822366  
Little Manor, Thursford Road, Little Snoring, Fakenham, NR21 0JN Agenda prepared by JO 09/10/18

*Shanda*  
28<sup>th</sup> November 2018

*Walsingham*  
28.11.18

# WALSINGHAM PARISH COUNCIL

## Meeting of Walsingham Recreation Trust

Following the Parish Council meeting Wednesday 17 October 2018

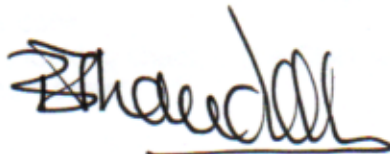
- 1) **Minutes of the Meeting of 12 September were approved and signed as a true record.**
- 2) **Village Hall**
  - a) **Maintenance**
    - i) **Exterior paint work: quotes**
      - (1) Ivan Ashby Ltd: £1,590 (+ VAT) (including replacing weatherboards to two doors and a new door from games room to play area)
      - (2) Clasper: £1,965 (including replacing three weatherboards and patching rotten wood on back door.

It was agreed to ask Ivan Ashby to carry out the work.
- 3) **Recreation Ground**
  - a) **Report on regular checks of apparatus.**
    - i) **Wooden train needs to be replaced as the structure is rotting. The Chairman has removed the dangerous screws. The Clerk was asked to get quotes for a replacement train and for a gate at the top of the path.**
  - b) **Oak tree by Cleaves needs to be trimmed. Two quotes received for thinning:**
    - i) **AR Crisp Farm and Landscaping Services: reducing the weight and shaping the tree (includes labour, waste disposal and machinery costs): £440**
    - ii) **Akers Tree Services: crown lift by 4 metres, reduce height by 2 – 3 metres and sides by 1.5 -2 metres (all brushwood and arising to be chipped and removed from site for disposal: £360.**
    - iii) **CGM**

It was decided to wait for the quote from CGM in case it was a better price.
- 4) **Finances**
  - a) **Cheques to approve: none.**
- 5) **Forthcoming Bookings**
  - a) **Regular bookings**
    - i) **Thursday evenings (first in the month) History Society (Oct, Nov, Dec, March, April, May)**
    - ii) **Thursday evenings Lindy Hop dance class**
    - iii) **Tuesday evenings October: Alpha course**
    - iv) **Sunday 28 October: child's party**
    - v) **Wed 24 October: birthday party**
    - vi) **Sunday 4 November: UK Cycling event**
    - vii) **Monday 19 November: School Bingo**
    - viii) **Wednesday 28 November: Parish Council**
    - ix) **Monday 17 December 1.30 – 4 pm: School Xmas Party**

6) Any other business

Meeting closed at 8.35 pm

  
28.11.18