

WALSINGHAM PARISH COUNCIL

To:

Cllrs. B Landale (Chairman), L Acton, Mrs E Carter, Mrs S Landale, Mrs J Marozzi, Mrs E Meath Baker, N Morter, Mrs K Richardson, Ms V Paige, Mrs C Williams, J Woodhouse (Vice-Chairman)

Cc: District Councillor T Fitzpatrick, County Councillor M Dalby; PC J Pegden SNT Wells

**You are summoned to a Meeting of the Parish Council
on Wednesday 20 October 2021 at 7.15 pm for 7:30 pm in the Village Hall**

Signed:

Clerk to the Council

Date:

AGENDA

Welcome

1. **Apologies**
2. **Declarations of interest** by the Councillors in any of the agenda items listed below
3. **Minutes of the Meeting** on 8 September to be approved for the Chairman to sign.
4. **Matters arising** not otherwise on the agenda
5. **Police Matters**
6. **Report from County Councillor**
7. **Report from District Councillor**
8. **Finances**
 - a. **Donations.** To resolve 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.
 - i. Donations **in previous years** have been made to St Peter's and St Mary's (£200 each for grounds maintenance), Heritage House and Citizens Advice (£100 each), in previous years 'News and Views' (£200 in Oct 2019).
 - ii. To decide on donations for this year:
 - b. **Statement and Accounts**
 - c. **To approve payments**
9. **External Audit:**
 - a. The External Audit has been completed. The report from PKF Littlejohn states that: 'On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.'
 - b. The relevant documents have been put on the notice board and uploaded to the website as required.
10. **Highways**
 - a. Potholes and other highway faults should be reported via the website:
<https://apps.norfolk.gov.uk/HighwaysDefect/default.aspx>
11. **Access for oil deliveries to properties on Wells Road**
 - a. A number of residents on Wells Road have been refused delivery of oil as the access up the bank is deemed a health and safety risk. A request has been made for a second run of steps to access numbers 37 – 43.

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- i. The Highways Engineer requires confirmation from the oil companies that steps would be sufficient. Once the best solution has been found, a way of funding it would need to be found.
- ii. The District Councillor is contacting Victory Homes as it is believed that they own the bank.

12. Parish Partnership Scheme (50% of the cost from the County Council) deadline end of Nov

- a. To note that the village gateways on Wells Road and Fakenham Road have been installed. The Clerk is following up on the Wells Road one as the gate is only on one side not on two as in the specs.
- b. To consider getting similar gateways on Egmore Road. Alternatively, the areas at the base of the Walsingham signs could be planted with colour flowers to mark the entrance to the village.
- c. To consider getting a bus shelter for Wells Road (opposite the brick shelter):
 - i. Example quotes from Westcotec (prices excluding VAT):
 1. Two bay full end panels with flag bracket and concrete pad: £6,965
 2. Three bay full end panels with flag bracket and concrete pad: £7,649
 3. Three bay cantilever over existing seat and concrete structures £3,829

13. SAM2

- a. Wells Road during September. The majority of vehicles were driving at or near the speed limit of 30 mph. The fastest speed recorded was 70mph at 7:50 pm on 14 September.

14. Verge cutting

- a. To note that the bank at the corner of Scarborough Road opposite the green has been cut. CGM now had mower that could access the bank rather than using a strimmer so that the dog mess was not a problem.
- b. To get an alternative quote for consideration for next year.

15. Anaerobic Digester / Egmore Energy (report from Nigel Morter)

16. Street Lighting

17. Airfield Memorial Project (update from Nigel Morter)

18. Walsingham Development Project progress report from the working group

- a. Village Consultation: to turn the proposal into a format suitable for a consultation and exhibition.
- b. Jubilee Celebrations double bank holiday weekend 2 – 4 June 2022:
 - i. e.g. lighting of the beacon

19. Parish Newsletter / Magazine

- a. Photocopying – cost for 500 double-side A4
 1. RC Shrine: 2p a sheet for black and white and 7p a sheet for colour
 - a. 500 b&w double-sided: £20
 - b. 500 colour double-sided: £70
 2. Walsingham Estate:
 - a. Black and white £4.20
 - b. Colour: £42
 - c. Ream of paper £4.19
- ii. Distribution organiser –
- iii. Volunteers to deliver –
- iv. Coverage – Great and Little Walsingham (and Barsham /Houghton wish to be included. The cost of their 125 copies would be £11.55 using WE photocopier)

20. Planning

- a. Applications received since the last meeting

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- i. PF/21/2310: Conversion and change of use of garage to dwelling; external alterations including addition of two rooflights and replacement, alterations to existing windows and doors, addition of one window at **Garage At Station Road**. Link circulated.
- ii. PF/21/2344: Single storey extensions to front, side and rear of dwelling; insertion of rooflights to facilitate conversion of roof space to habitable space at **St Augustines Wells Road**. Link circulated.
- iii. PF/21/2564: Single storey rear extension to replace conservatory (retrospective) at **11 St. Peters Road**. Link circulated.

b. Decisions made by NNDC

- i. PF/21/1376: Replacement garage including home office at **11 St. Peters Road**. Link circulated. V Waller declared an interest as she is friends with the applicant.
APPROVED
- ii. LA/21/1884: Works associated with formation of oculus window at first floor level in western elevation at **The Barge Hindringham Road**. APPROVED.

21. Correspondence: circulated as usual.

- a. **Covid Memorial Token** commissioned by Lady Dannatt, Lord Lieutenant for Norfolk with the wording: "To commemorate our community's resilience in the year of the pandemic 2020-2021" and a quote from Harriet Martineau 'Live your best and act your best and think your best today'. The plaque will be presented to the community by a Deputy Lieutenant (possibly at the next Parish Council meeting). To consider where to put up the token.

22. Items for report or future agenda

- a. Setting the budget and precept for 2022-21

23. Next Meeting is on Wednesday 1 December 2021 at 7.15 for 7.30 pm in the Village Hall

- a. Dates for future meetings: second Wednesday of the month (except August and December). The meetings in February, June and October are for Walsingham Development Group (option to hold in the morning of the previous Tuesday). See enclosed schedule.

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 11/10/2021*

Chairman to close Parish Council meeting

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Meeting of Walsingham Recreation Trust

Following the Parish Council meeting on Wednesday 20 October 2021

- 1) To approve the **Minutes** of the meeting on 8 September 2021.
- 2) **Village Hall**
 - a) **Maintenance:**
 - i) L A Whitmore to carry out **Electrical work** to replace 2 light fittings in shower rooms, remove flood light fittings and wiring and replace scencor bulkhead fittings (completed) and install pir led fitting over the main door: for £485.50 + VAT. Also, to repair strip light in the archive store, and sort out electrical wiring at the disconnected alarm pad.
 - ii) **Flooring for bar room:** WE to lift, clean & relay on carpet adhesive carpet tiles: £346.50
 - iii) To consider getting the **glass washer** in the store room (now archive room) repaired.
 - b) **Improvements**
 - i) To note that the History Society has donated a **cupboard** for the Hall.
 - ii) **Football kit:** Tom Lane has an offer from Wells Town FC to look after the Walsingham United FC kit and equipment (some of which was damaged when mice got into the storage container).
 - iii) Tom Lane has a second hand **constant hot water urn** (from Wells Town FC) and wonders if this would be useful in the kitchen.
- 3) **Recreation Ground**
 - a) Inspection of playground apparatus
 - b) To get quotes for replacements for picnic table and bench near the path.
 - c) Trees next to the hedge – dead or dying. To consider removing them and getting suitable replacements.
- 4) **Finances**
 - a) Receipts since previous statement: booking fees £80
 - b) Direct Debits since previous statement: Anglian Water £5.60
 - c) Balance as at 11 October 2021: **£31,972.54**
 - d) Payments to approve:

Payee	Description	date	Chq no	Amount
V Paige	Cleaning + batteries (September)		102310	£148.00
- 5) To note email of thanks received from Tom Lane for the use of the Village Hall for the Bernie Beckham Tribute event. 'The day went really well and there was plenty of smiles...we think there was around 250 people attended the day and watched the football match. Everyone commented on how much they enjoyed an event again in Walsingham and would love to do something like that in the near future. If it's something that is of interest to you, I'm more than happy to discuss this matter... The total raised isn't yet confirmed but once we receive the last couple of donations, were looking at around £900.'
- 6) **Bookings**
 - a) Regular bookings:
 - i) Thursdays 4.30pm Youth Group
 - ii) Fridays 2.30 – 3.30 pm Home Education Club
 - b) Bookings
 - i) Saturday 6 November (afternoon): Gathering
 - ii) Weekend of 19, 20, 21 November: wedding
 - iii) Wednesday 1 December: Parish Council meeting
 - iv) Saturday 4 December 10.30 – 1.30 pm (child's party)
 - v) Saturday 11 December (afternoon): Gathering
- 7) Any other business