

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 1 December 2021 at 7.15 pm for 7:30 pm in the Village Hall**

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

**Presentation of the Blue Plaque Covid Memorial
by Deputy Lieutenant Charlotte Crawley at 7.15 pm**

**Residents and representatives of community organisations are
cordially invited to attend.**

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 20 October to be approved for the Chairman to sign.

4. Matters arising not otherwise on the agenda

- a. To note that thanks for donations have been received from Heritage House, Citizens Advice and St Peter's.

5. Police Matters

6. Report from County Councillor

7. Report from District Councillor

8. Finances

- a. **Statement and Accounts**
- b. **To approve payments**

9. To consider and set the Budget and Precept for 2022-23

- a. Review the figures (see attached):

Expected bank balance at the end of 2021-22: £49,201. This includes

£9715 airfield memorial project

£13,000 insurance account

£17,506 reserved funds (see list) including £3,106 in WDG account)

Projected payments for 2022-23: £31,620

Projected receipts for 2022-23: £ 2,650

The main increase is the cost of publishing the newsletter six times a year at approx. £600 and the new bus shelter opposite the school (cost to the Parish Council £4,585).

- b. To determine whether or not there are any other likely calls on planned expenditure.

- c. To agree the precept for 2022-23

- i. Option 1: an increase of 4.5%: £25,000 (which would mean using reserved funds)

- ii. Option 2: an increase of 20%: £28,800

- d. Complete the Precept form for the District Council

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10. Highways

- a. Potholes and other highway faults should be reported via the website:
<https://apps.norfolk.gov.uk/HighwaysDefect/default.aspx>

11. SAM2

12. Access for oil deliveries to properties on Wells Road

- a. A request for a second run of steps to access numbers 37 – 43 has been made. One oil company has confirmed that steps at this location would meet health and safety rules as long as the distance was not longer than their hoses. The Clerk has contacted Victory Homes (Flagship) who own the land requesting their support for the construction of steps. Once a way of funding the construction has been established the Highways Engineer the steps can be designed and the work programmed.

13. Parish Partnership Scheme (50% of the cost from the County Council) deadline 10 December)

- a. To note that the second half of the pair of gateways which was not erected on Wells Road will be erected on Egmore Road (replacing the existing 'Walsingham' sign). It has been requested that the new sign reads '**Little Walsingham – Historic Village**'.
- b. An application for a **3 bay cantilever bus shelter** opposite the school on Wells Road has been submitted to the Parish Partnership Scheme. It will have a powder coated aluminium frame (dark green), back and full end panels, a bench seat, concrete pad, timetable case, flag bracket and Solaris lighting unit. The total cost (supply and installation) is £9,170 + VAT.

14. Power Cuts

- a. It has been reported that one of the major causes of the frequent power cuts in the village is branches brushing against powerlines or falling debris breaking the lines. UK Power Networks cut back branches on public land but not on private property. One area that causes many power cuts is in the vicinity of Church Street. To consider the best way to alert property owners and ask for power lines to be kept clear.

15. Verge cutting and grounds maintenance

- a. Quote from FT Grounds Maintenance (and others) to be considered for next year.
- b. To note that the Direct Debit to CGM has been cancelled. The Clerk is waiting for a response to a request for making good the damage to bases of wooden play equipment by strimming, for the hedge at the Village Hall to be cut, and for a refund for the many missed cuts.
- c. Recommendations from FT grounds maintenance
 - i. Cleaves Drive: cut back lower branches of sweet chestnut tree
 - ii. Remove dead / dying trees by Village Hall hedge. They are not diseased so it would be possible to replace with similar ornamental cherries or fruit trees in gaps between them. Vaughan West has offered to remove the trees FOC. The Clerk has contacted the District Council to see if formal approval is required.
 - iii. Not really worthwhile to plant trees or hedge on boundary of Recreation Ground (below the bowling green). Better to monitor for wild flowers.
 - iv. Rough patch below bowling green: cut back, see what grows, plant with low maintenance plants perhaps a mix of annuals and perennials.

16. Street Lighting

17. Airfield Memorial Project (update from Nigel Morter)

- a. To note that the VAT element on payments from this account has been transferred from the main parish council account: total of £3,163.35.

18. Walsingham Development Project progress report from the working group

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- a. Village Consultation: volunteers to turn the proposal into a format suitable for a consultation / exhibition.
- b. Jubilee Celebrations double bank holiday weekend: Thursday 2 – Sunday 4 June 2022:
 - i. e.g. lighting of the beacon, party at the Village Hall...

19. Newsletter

20. Planning

- a. **Applications received since the last meeting**
 - i. PF/21/2764: Single storey side and rear extensions at **Orchard Cottage The Hill**. Link circulated.
 - ii. PF/21/3021: External alterations following removal of single lean-to at **St Seraphims Station Road**. Link circulated.
- b. **Decisions made by NNDC**
 - i. PF/21/1774: Installation of replacement windows and door at **The Bellows The Old Foundry Hindringham Road**. APPROVED.
 - ii. LA/21/2015: Internal and external alteration to facilitate the re-organization of the Ground Floor Mill room to be used as an entrance for the museum, installation of lift replacement stairs and new window glazing and frame. At **The Old Mill Cokers Hill**. APPROVED.
 - iii. 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**. APPROVED

21. Correspondence: circulated as usual.

22. Items for report or future agenda

23. Next Meeting is on **Wednesday 12 January 2022** at 7.15 for 7.30 pm in the Village Hall

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 24/11/2021*

Chairman to close Parish Council meeting

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Meeting of Walsingham Recreation Trust

Following the Parish Council meeting on Wednesday 1 December 2021

- 1) To approve the **Minutes** of the meeting on 20 October 2021.
- 2) **Village Hall**
 - a) **Maintenance:**
 - i) L A Whitmore **Electrical work.**
 - (1) Completed: two light fittings in shower rooms, removal of flood light fittings and wiring and replace scencor bulkhead fittings, to repair strip light in the archive store, and sort out electrical wiring at the disconnected alarm pad.
 - (2) To be done: installation of pir led fitting over the main door; investigate if the **glass washer** in the store room (now archive room) needs electrical repairs.
 - ii) **Flooring for bar room:** WE to lift, clean & relay on carpet adhesive carpet tiles: £346.50
 - iii) To consider turning the open space between the cooker and the fridge into a lockable **cupboard** for the Youth Group's kitchen equipment.
- 3) **Recreation Ground**
 - a) Annual inspection of playground apparatus and recommendations for maintenance
 - i) Hip Hop – replacement housing and bearings £346; replace missing fixings on train, skate park £4.60; minor repairs on youth shelter £20; labour and travel £494.64. Total cost £865.24 plus VAT.
 - b) To get quotes for replacements for picnic table and bench near the path.
- 4) **Finances**
 - a) Receipts since previous statement: booking fees £30
 - b) Balance as at 14 November 2021: £31,734.54
 - c) Payments to approve:

Payee	Description	date	Chq no	Amount
V Paige	Cleaning (October)	8/11/21	102311	£120.00
V Paige	Cleaning (November)			
- 5) **Bookings**
 - a) Regular bookings:
 - i) Thursdays 4.30pm Youth Group
 - b) Bookings
 - i) Friday 3 December (child's party – will clean afterwards ready for next day)
 - ii) Saturday 4 December 10.30 – 1.30 pm (child's party)
 - iii) Saturday 11 December (afternoon): Gathering
 - iv) Sunday 12 December (afternoon)
 - v) Wednesday 12 January: Parish Council meeting
 - vi) Monday 17 January (or 24 January) 8 am – 4 pm: Walsingham Farms Shop training day
- 6) Any other business