

WALSINGHAM PARISH COUNCIL

Present:

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

Meeting of the Parish Council on Wednesday 20 October 2021 at 7.15 pm for 7:30 pm in the Village Hall

MINUTES

Welcome

1. **Apologies** from Mrs E Carter, Mrs K Richardson, District Councillor T Fitzpatrick and PC J Pegden SNT Wells.
2. **Declarations of interest** by the Councillors in any of the agenda items listed below. None
3. **Minutes of the Meeting** on 8 September were approved for the Chairman to sign.
4. **Matters arising** not otherwise on the agenda. None.
5. **Police Matters:**
 - a. Report: 6 calls to Police and 5 Crimes recorded: 2 x Common Assaults, 1 x Harassment, 1 x Criminal Damage, 1 x Possession of a controlled drug.
 - b. Pop up engagement event on 2 November 10 am to 12 noon (venue to be confirmed)
6. **Report from County Councillor:** not present
7. **Report from District Councillor:** not present
8. **Finances**
 - a. **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. B Landale and J Woodhouse both declared an interest as they are Church Wardens at St Peter's.
 - 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. It was agreed to make the following donations: £200 each to St Peter's and St Mary's towards the grass cutting the churchyards; and £100 each to Heritage House and Citizens Advice.

b. **The Statement of accounts** was presented and confirmed.

c. The following **payments** were approved

Country Style Recycling	emptying bottle bank	101360	£28.80
Joanna Otte	expenses	101361	£134.80
Mr A A Deptford	replacement charge stick and 2 x pads for defib.	101362	£118.80
St Peter's	Donation	101363	£200.00
St Mary's	Donation	101364	£200.00
Heritage House	Donation	101365	£100.00
Citizens Advice	Donation	101366	£100.00

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

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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

- i. Potholes: at the Ford
- ii. Grups, grips and catchment on Edgar Road (approach to bridge) and drains under the railway bridge all need to be cleaned out properly to prevent flooding across the road.
- iii. During the road closure at Westgate (Anglian Water) vehicles had to drive across the green for access.
- iv. Give way sign at Wighton Road broken (already reported).

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.
 - 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.

The Clerk was asked to check with the oil companies if a set of steps in the bank would meet their Health and Safety requirements.

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

- a. It was noted that the village gateways on Wells Road and Fakenham Road had been installed, but that the second gate at Wells Road was missing (probably because the bank was not wide enough). Getting similar gateways on Egmore Road was discussed (an alternative was suggested that the areas at the base of the Walsingham sign could be planted with colourful flowers to mark the entrance to the village).
- b. It was agreed to ask Highways to install the 'missing' gate from Wells Road on Egmore Road (to replace the 'Walsingham' sign up the hill from Station Road).
- c. It was agreed to get a bus shelter for Wells Road (opposite the brick shelter). It was decided to get a three bay cantilever with end panels and concrete pad (and leave the existing bench uncovered).
 - 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. It was noted that the bank at the corner of Scarborough Road opposite the green had been cut. CGM now had a mower that could access the bank rather than relying on a trimmer so that the dog mess was not so much of a problem.
- b. The Clerk was asked to remind CGM to cut back the hedge at the Village Hall
- c. It was decided that an alternative quote should be sought for consideration for next year (and to include the two grass areas on Cleaves Drive – regular cuts around the edge while leaving the centre for wildflowers).

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

- a. Some complaints about tractors driving too fast for road at Westgate were dealt with. It was suggested that better identification signage on the trailers would be useful e.g.

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stating the company Egmere Energy in addition to the specific identification number so that anyone experiencing problems would know who to contact.

- b. It was noted that the problems with the stink continued.

16. Street Lighting

- a. Outage opposite 9 Church Street
- b. Day burner on Scarborough Road

17. Airfield Memorial Project (update from Nigel Morter)

- a. Series of small gatherings to thank supporters during Remembrance week. Parish Councillors invited to attend on Tuesday 9 November at 10.45 am followed by refreshments. Thank you to the Parish Council and others for supporting the project.
- b. The Clerk was asked to transfer to reimbursed VAT from Memorial Project payments to the Project Account.

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. It was noted that C Williams was no longer able to attend WDG meetings if they are during the day.
- c. Jubilee Celebrations double bank holiday weekend 2 – 4 June 2022:
 - i. e.g. lighting of the beacon (9.15 pm on Thursday 2 June), community celebration at the village hall

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

- 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. No objection.
- 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. No objection.
- iii. PF/21/2564: Single storey rear extension to replace conservatory (retrospective) at **11 St. Peters Road**. Link circulated. No objection.

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.

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- 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). It was suggested that the plaque could be erected on the exterior of the village hall near the entrance. Representatives from the wider community should be invited to the presentation (e.g. WDG members, school etc).

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*

Meeting closed at 8.15 pm

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Meeting of Walsingham Recreation Trust

Following the Parish Council meeting on Wednesday 20 October 2021

- 1) The **Minutes** of the meeting on 8 September 2021 were approved for signing.
- 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) **Glass washer** in the store room (now archive room) not working. It was agreed that it would be useful to retain the glass washer. The Clerk would ask Mr Whitmore to investigate if it was an electrical problem and then to get a quote for service / repair..
 - b) **Improvements**
 - i) It was noted that the History Society has donated a **cupboard** for the Hall. S Landale reported that the new archive room was brilliant.
 - 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). It was decided that the football kit should remain in Walsingham. The Clerk would purchase a large plastic lidded box to store it in the changing room.
 - 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. It was agreed with appreciation to accept this offer.
- 3) **Recreation Ground**
 - a) Inspection of playground apparatus: no problems
 - 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. It was suggested that a hedge could be planted beyond the bowling green. The Clerk would get advice from the grounds maintenance team when they visit on Friday. The Primary School could be invited to help with the planting and caring of the trees.
- 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) An email of thanks received from Tom Lane for the use of the Village Hall for the Bernie Beckham Tribute event was noted. He said '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.' It was suggested that he might like to organise a similar event for the Jubilee celebrations in June.
- 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
 - c) Any other business: Christmas Lights and Carols on Saturday 27 November 5-7pm