

WALSINGHAM PARISH COUNCIL

Present:

Cllrs. B Landale (Chairman), L Acton, Ms V Paige, J Woodhouse (Vice-Chairman)

and: District Councillor T Fitzpatrick and one member of the public

Meeting of the Parish Council on Wednesday 14 September 2022 at 7:15 for 7.30 pm in the Village Hall

MINUTES

The Chairman asked for a few moments of quiet to mark the loss of our Sovereign Lady Queen Elizabeth II and remember all that she had done while on the throne. God Save the King.

1. **Apologies** from Mrs S Landale, Mrs J Marozzi, Mrs E Meath Baker, N Morter, Mrs K Richardson, Mrs C Williams were accepted.
 - a. To note that Elaine Carter has resigned. A Notice of Vacancy was put up on the notice boards and website. There was no call from electors for an Election so the Council may co-opt to fill the vacancy.

2. It was agreed to **co-opt** Tom Lane to fill the vacancy.

Proposed	VP	Seconded	BL	vote	all
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3. **Declarations of interest** by the Councillors in any of the agenda items listed below. None
4. **Minutes of the Meeting** on 11 May (13 July meeting was cancelled) were approved and signed.
5. **Matters arising** not otherwise on the agenda
 - a. A letter from a resident was read out, complimenting the Parish Council on the new bus shelter on Wells Road, which looks good and provides shelter from the rain. The Clerk was thanked for organising this.
6. **Police Matters**
 - a. **Graffiti** at the Recreation Ground and around the village was a problem. It was thought that the police were on the case as they had been seen in the village.
7. **Report from County Councillor** (monthly report circulated via email).
8. **Report from District Councillor**
 - a. Most meetings (and the Green Build event in Fakenham) had been cancelled due to the death of the Queen. The Proclamation of the new King had been read out on Sunday at the District Council offices.
 - b. Two events for prospective district councillors were to be held
 - c. Bin collection days had changed for efficiency. Some teething problems had been reported. It was noted that there had been non collections in Great Walsingham for two weeks since the change.
 - d. The Sustainable Communities and other funds open for applications.
9. **Finances**
 - a. **The Statement of accounts** was presented and confirmed.
 - b. The following **payments** were approved

J Otte	Gifts to Impress (commemorative coins)	101470	£310.20	16/05/2022
J Otte	The Flag Shop (bunting and flags)	101471	£257.04	16/05/2022
Acorn Pest Services	moles at Rec	101472	£120.00	21/05/2022
Steward Safety Supplies	annual fire extinguisher service	101473	£112.20	25/05/2022
V Paige	verges & hedge (May)	101474	£430.00	02/06/2022
Dolphin Graphics	Time Line Panels	101475	£1,230.00	07/06/2022
CGM	playing field	101476	£194.60	07/06/2022
Anglian Chemicals	paper towels	101477	£55.07	13/06/2022

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Walsingham Estate	push bars on VH doors	101478	£812.82	13/06/2022
Walsingham Farms Shop	BBQ	101479	£332.25	13/06/2022
FT Grounds Maintenance	Gt Wals verges (May)	101480	£240.00	17/06/2022
Eastwood Catering Equipment	glass washer and sink	101481	£2,122.80	28/06/2022
NNDC	litter collection	101482	£265.20	28/06/2022
J Otte	paper for photocopier	101483	£84.44	28/06/2022
Norfolk Copiers	photocopier	101484	£2,013.55	05/07/2022
V Paige	verges and hedges	101486	£120.00	06/07/2022
NNDC	litter collection (VAT)	101487	£53.04	01/08/2022
FT Grounds Maintenance	Gt Wals verges (June)	101488	£240.00	01/08/2022
Countrystyle Recycling	emptying bottle bank	101489	£25.20	01/08/2022
V Paige	verges (July)	101490	£60.00	06/08/2022
Andrew Deptford	defib batteries & pads x 2	101491	£237.60	06/08/2022
J Otte	expenses	101493	£159.17	
PKF Littlejohn	external audit	101494	£240.00	
Westcotec	bus shelter supply and install	101495	£9,864.00	

10. Jubilee Celebrations in June were a success.

Item	supplier	Subtotal	VAT	total incl VAT	account	
Jubilee Tea Party refreshments		£87.30		£87.30	WRT	
Primary School Street Party		£300.00		£300.00	WRT	
St Seraphims exhibition		£1,000.00		£1,000.00	WRT	
Street Party: Pilgrim Jazz Band	John Clarke	£350.00		£350.00	WRT	£1,737.30
Street Party: BBQ	Farms Shop	£280.00	£52.25	£332.25	WPC	
Village Archvie: History Time Line	Dolphin Graphics	£1,025.00	£205.00	£1,230.00	WPC	
bunting and flags	The Flag Shop	£214.20	£42.84	£257.04	WPC	
commemorative coins (50 for primary school children)	Gifts2Impress	£258.50	£51.70	£310.20	WPC	£1,777.70
		£3,515.00	£351.79	£3,866.79		£3,515.00

11. Highways

- a. Potholes and other highway faults should be reported via the website:
<https://apps.norfolk.gov.uk/HighwaysDefect/default.aspx>
 - i. Potholes at the Ford
- b. Anglian Water:
 - i. Problem of large sink hole on Cleaves Drive not dealt with probably since the end of June when a mains pipe burst. Some work had been done that afternoon and it should be completed the following day. Following the initial work to repair the main pipe it seems that the work to repair the sinkhole was passed between Anglian Water and Highways with no one taking responsibility.
 - ii. Leaks reported on Wells Road (opposite Village Hall), Guild Street and on the Green in Great Walsingham.
 - iii. Request to have the pumping station at the Ford regularly tidied up.
 - iv. The Clerk was asked to write to the CEO of Anglian Water to complain about the extremely poor service about tackling the leaks and completing works.

12. Bus shelter

- a. The bus shelter has been erected opposite the school on Wells Road by Westcotec. A Street Furniture Licence was obtained from the County Council. 50% of the cost of the bus shelter is to be paid by the County Council through the Parish Partnership Scheme.

13. SAM2

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- a. The SAM2 unit was at the junction of Knight Street/Wells Road during August monitoring traffic approaching Knight Street. From 1 August to 5 September:
 - 22,312 vehicles were recorded with an average of 1,010 per day
 - Peak times of travel were 8 am to 9 am (average of 53 vehicles); and 5 pm to 6 pm (average of 86 vehicles)
 - The maximum speed was 50 mph at 6:35 am on 3 August, (although the average speeder was travelling under 30 mph).
 - The majority of vehicles were travelling below the speed limit which is 30 mph. The 85th percentile speed (i.e. of 18,965 vehicles) was 28.1 mph; and the average speed was 21.5 mph.

14. Street Lighting

- a. The Chairman asked for councillors to consider if there were too many street lights in the village.

15. Walsingham Village Archive and photocopier

- a. The sink and glass washer have been removed from the Archive Room and replaced with new ones in the bar by Eastwood Catering Equipment.
- b. Photocopier has been installed in the Archive Room by Norfolk Copiers (with a grant from NN Sustainable Communities Fund).
- c. Website for village archive to be developed.

16. Planning

- a. **Applications received since the last meeting**
 - i. LA/22/0284: Internal and external works including rising damp treatment, replacement of french doors and two windows to rear of property, extension of brick and flint wall between dwelling and annexe at **The Old Bake House 3 The Hill**. Link circulated. No objection.
 - ii. PF/22/1579 & LA/22/1609: Demolition of outbuilding and erection of replacement building as extension to dwelling; single storey extension to dwelling; external alterations to dwelling and outbuildings/barn including new and replacement windows at **7 Bridewell Street**. Link circulated. No objection.
 - iii. PF/22/0098: Change of use of land from agriculture to camp site for stationing of three glamping units with associated services at **Westgate Farm Westgate**. RECONSULTATION. Link circulated. B Landale, S Landale and E Meath Baker declared an interest. Submission in support of the application was made on 7 August.
- b. **Decisions made by NNDC**
 - i. PF/21/2564: Single storey rear extension to replace conservatory (retrospective) at **11 St. Peters Road**. APPROVED.
 - ii. PF/22/0098: Change of use of land from agriculture to camp site for stationing of three glamping units with associated services at **Westgate Farm Westgate**. RECONSULTATION. APPROVED

17. Walsingham Development Group

- a. It was noted that the Christmas Lights and Carols would be on Saturday 3 December
- b. The next meeting of WDG was on Tuesday 11 October at 9:30 am in the Village Hall

18. Meeting to review Travellers visits on Tues 27 September at 9:45 for 10 am in the Village Hall [cancelled because of no problems reported].

19. **Correspondence:** circulated as usual.

20. Items for report or future agenda

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- a. A member of the public raised concern about the loss of access to the field opposite St Peter's Church near Berry Hall as it was particularly useful for dog walkers. It was confirmed that this field was no longer accessible: the tenant farmer in consultation with the Estate was planting it as part of a Stewardship Scheme which precluded public use. Furthermore the Estate wished to protect the privacy of occupants in the newly renovated Berry Hall and also wished to avoid the establishment of any rights of access. It was suggested that a sign explaining this to the public and dog walkers would be helpful. Clarification was also sought regarding the access on the track behind Great Walsingham Barns and the field off Egmore Road. Places for dog walkers (particularly those with mobility issues) would be welcome.

21. Next Meeting is on **Wednesday 9 November 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: 06/09/2022

Meeting closed at 7:53 pm

Meeting of Walsingham Recreation Trust

Following the Parish Council meeting on Wednesday 14 September 2022

- 1) The **Minutes** of the meeting on 11 May 2022 were approved and signed.
- 2) **Village Hall**
 - a) **Maintenance:**
 - i) **Glass washer** and sink in the store room (now archive room) have been removed and replaced with new ones in the bar by Eastwood Catering Equipment.
 - ii) **Lockable cupboard** door for open space between the cooker and the fridge for the Youth Group's kitchen equipment. WE will do this.
 - iii) **Strip light in kitchen needs to be replaced.** The Clerk was asked to contact Phil Whitmore.
 - b) **Missing keys** had been found in the back of a cupboard in the kitchen
 - c) New **push bar openings** had been installed so that both doors from the Hall have can be easily opened from the inside as can the double door from the bar lounge to the playing field, and the door from the snooker room to the play area.
 - d) **To consider ideas for revamping the bar lounge.** No proposals.
 - e) **First Aid kit** has been replenished.
 - f) **Kitchen Inventory**
- 3) **Recreation Ground**
 - a) Problem with graffiti on the ramp.
- 4) **Finances**
 - a) Balance as at 6 Sept 2022: £30,063.62
 - b) The following payments were approved:

Payee	Description	date	Chq no	Amount
NNDC	Eurobin and waste collection	23/05/22	102321	£435.50
V Paige	Cleaning May	02/06/22	102322	£100.00
J Otte	Cash for Jazz Band	06/06/22	102323	£300.00
Mid Norfolk Foodbank	Donation from collection at Jubilee Tea Party	06/06/22	102324	£144.05
J Otte	Refreshments for Jubilee Tea Party	07/06/22	102325	£87.30
J Otte	Cash for Jazz Band	07/06/22	102326	£50.00
V Paige	Cleaning June	06/07/22	102327	£160.00

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V Paige	Cleaning July	06/08/22	102328	£60.00
V Paige	Cleaning August		102329	£80.00

5) Bookings

a) Regular bookings:

- i) Thursdays 5 -6.30pm Youth Group;
- ii) Friday mornings – Archive Group
- iii) Alternate Tuesdays starting 4 and 18 October: Wells Community Hospital outreach

b) Bookings

- i) Saturday 17 Sept: child's party
- ii) Tues 27 Sept: 9:45 for 10 am: Travellers Meeting
- iii) Tuesday 11 October 9:30 am: WDG
- iv) Sat 22 Oct: private party
- v) Fri 28 – Sun 30 October 11:30 am – 1:30 pm
- vi) Wed 9 Nov 7:15: Parish Council meeting

6) Any other business

Meeting closed at 8:10 pm