

WALSINGHAM PARISH COUNCIL

Present:

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

And: District Councillor T Fitzpatrick, and one member of the public.

Meeting of the Parish Council on Wednesday 9 November 2022 at 7:15 for 7.30 pm in the Village Hall

A member of the public asked if it would be possible to find away to improve the appearance of the village hall and to encourage people to use it. It was decided that the member of the public would meet up with Vanessa, Tom and Clare (and others if interested) to bring ideas to the Parish Council and WRT for consideration.

MINUTES

Welcome to all and especially to new councillor Tommy Lane.

Before the start of the meeting the Chairman led a few moments of silence in memory of Gordon Brooks who had passed away a couple of weeks ago.

1. **Apologies** from Mrs K Richardson and Mrs E Meath Baker were accepted.
2. **Declarations of interest** by the Councillors in any of the agenda items listed below. None.
3. **Minutes of the Meeting** on 14 September were approved and signed.
4. **Matters arising** not otherwise on the agenda
 - a. It was noted that the new schedules for bin collections appeared to have settled down.
 - b. It was reported that the bin by the school had been overflowing.
 - c. It was reported that there was a problem with dog fouling on the Public Right of Way from Wells Road to St Peters (Mill Lane) and in the churchyard. An item would be put in the newsletter. It was agreed to get a couple of signs encouraging people to pick up after their dogs. A suggestion for a dog bin on the path was put on hold for the time being.
 - d. The Chairman was asked to see if it would be possible to have a sign on the Berry Hall field explaining why the public was no longer allowed to use it.
5. **Police Matters:** no report.
6. **Report from County Councillor:** It was noted that Walsingham might get full fibre next year.
7. **Report from District Councillor:** Outlook magazine was being delivered to all households in the District: it includes information about getting help and advice for the cost of living crisis and cold weather. The District Council hosted a recruitment fair with the DWP and 10 business (care, logistics, hospitality. NNDC was in the process of setting up a Youth Council. Sustainable Communities Fund was open for applications.
8. **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.

The Chairman and Vice-Chairman both declared an interest as they are Church Wardens at St Peters.

 - a. It was agreed to make the following donations as in previous years:
 - i. £200 each to St Peter's and St Mary's (for grounds maintenance),
 - ii. £100 each to Heritage House and Citizens Advice..
9. **Finances**
 - a. The **Statement and Accounts** was presented and confirmed.
 - b. It was agreed to **subsidise a hog roast** and mulled juice for the Xmas Lights on 3 Dec (in a similar arrangement with the Farms Shop as had been done for the Platinum Jubilee Celebrations). The cost would probably be in the region of £250.

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c. The following **payments** were approved:

J Otte	expenses	101497	£170.61
FT Grds Maintenance	Gt Wals grass cutting (Oct)	101498	£120.00
Countrystyle Recycling	emptying bottle bank (Aug, Sept, Oct)	101499	£51.00
V Paige	verges September	100500	£120.00
CGM	playing field: May (248792); 13 and 27 June, 11 July (249528); 19 Sept (250882); 3 Oct (251362)	101501	£620.30
Dempsey Heating	repair boiler (circuit board)	101502	£168.00
LA Whitmore & Son	replace burnt out socket (13 June); supply and fit LED tube in kitchen (5 Oct); light in gents loo (28 Oct)	101503	£169.20
Anglian Chemicals	2 x paper towel dispensers for ladies loo	101504	£44.88
Norfolk Copiers	service charge	101505	£186.43
FT Grds Maintenance	Gt Wals playground (Sept – only one cut)	101506	£75.00
FT Grds Maintenance	Gt Wals grass cutting (Sept)	101507	£240.00
St Mary's PCC	Donation for grass cutting	101508	£200.00
St Peter's PCC	Donation for grass cutting	101509	£200.00
Heritage House	Donation for day care	101510	£100.00
Citizens Advice	Donation	101511	£100.00
Walsingham Rec Trust	Correction	101512	£144.05

d. It was noted that CGM had made errors in the accounting system in 2021-22 which the Clerk was trying to rectify.

10. The Budget and Precept for 2023-24

a. The figures on a draft budget were reviewed (see attached):

Estimated payments to the end of March 2023: £15,840 (uses the reserved funds)

Expected bank balances at the end of 2022-23: £27,964. This includes

£ 9,994 airfield memorial project

£17,000 insurance account

Leaving only £970 in reserved funds

Projected payments for 2023-24: £30,420

Projected receipts for 2023-24: £ 4,050

The main increase is the cost of electricity for the street lights which has almost doubled (six months payment in August was just under £4,000). It was suggested that perhaps some or all of the lights could be put on timers or that some of the lights could be turned off completely. It was decided to look into the possibilities and weigh up the costs with the public need.

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

c. Although the wish was to keep the precept as low as possible, it was agreed to set the precept at £30,000 (an increase of £5,000 or 20%).

d. The Precept form for the District Council was completed and signed.

11. External Audit

a. It was noted that the External Audit had been completed. The report from PKF Littlejohn stated 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 had been put on the notice board and uploaded to the website as required.

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12. Highways

- a. Potholes and other highway faults should be reported via the website:
<https://apps.norfolk.gov.uk/HighwaysDefect/default.aspx>
 - i. Blocked drain on Holt Road on the eastern side of the bridge
- b. It was noted that Highways had ordered bus stop markings for Wells Road at the newly installed bus shelter to stop parking. It could take between 3 and 6 months for the works to be carried out.
- c. It was noted that the District Council had ordered a new street name sign for St Peter's Road (Berry Hall Green end). It could take between 3 and 6 months for the sign to be put up.
- d. A request was made to report to the District Council a problem with householders leaving their wheelie bins out throughout the week which blocks the pavements in Mount Pleasant.

13. SAM2 report

14.	Hindringham Rd 1-19 Feb 2022	Hindringham Rd 7-31 Oct 2022	Wells Road 6-31 Mar 2022	Wells Road 7 Sept -7 Oct 2022
Total vehicles (average per day)	3,472 (181)	5,068 (245)	9,587 (513)	8,733 (471)
Peak time average 8-9 am	9	9	48	41
Peak time average 5-6 pm	8	17	43	48
Maximum speed	50 mph at 1:35pm on 1 Feb	65 mph at 10:10pm on 18 Oct 2022	60 mph at 1:50pm on 11 Mar 2022	65 mph at midnight on 13 Sept 2022
85 th percentile	32.1 mph (of 2,951 vehicles)	30.7 mph (of 4,308 vehicles)	34.6 mph (of 8,149 vehicles)	34.2 mph (of 7,423 vehicles)
Average speed	23.6 mph	21.3 mph	29.3 mph	28.6 mph

Location (time)	total vehicles (average per day)	Peak time: 8-9 am: average	Peak time: 5-6 pm: average	Maximum speed	85 th percentile	Average speed
Hindringham Rd (1-19 Febr2022)	3,472 (181)	9	8	50 mph at 1:35 pm on 1 Feb 2022	32.1 mph (i.e. of 2,951 vehicles)	23.6 mph
Hindringham Rd (7-31 Oct 2022)	5,068 (245)	9	17	65 mph at 10:10 pm on 18 Oct 2022	30.7 (i.e. of 4,308 vehicles)	21.3 mph
Wells Road 6 – 31 March	9,587 (513)	48	43	60 mph at 1:50 pm on 11 Mar 2022	34.6 mph (i.e. of 8,149 vehicles)	29.3 mph
Wells Road 7 Sept – 7 Oct 2022	8,733 (471)	41	48	65 mph at midnight on 13 Sept 2022	34.2 mph (i.e. of 7,423 vehicles)	28.6 mph

15. Street Lighting

- a. It was agreed to get a quote for timer switches for consideration.

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16. Walsingham Village Archive and photocopier

- a. Website for village archive to be developed.
- b. It was noted that the Archive Group would make a payment of 50% towards the cost of the Time Line Panels which the Parish Council had paid for the Platinum Jubilee.

17. Planning

a. Applications received since the last meeting

- i. RV/22/2323: Variation of condition 2 (approved plans) of planning permission PF/18/1398 (erection of 6,600 tonne box potato store and grading facility with associated drainage swale and landscaping) to allow for alterations to the positioning of the potato store and surface water drainage attenuation pond and further landscaping at **Bunkers Hill Mill Bunkers Hill Wells Road Egmere**. Link circulated. No objection.
- ii. PF/22/2321: Single storey side/rear extension; alterations to external materials at **28 Cleaves Drive**. Link circulated. No objection.

b. Decisions made by NNDC

- 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**. APPROVED
- 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**. APPROVED.

18. Correspondence: circulated as usual.

- a. Electoral Boundary Review deadline for submissions 5 December. The Clerk was asked to request for Walsingham to be included in the parliamentary constituency of North Norfolk (rather than Broadland and Fakenham).
- b. Request from a new branch of the charity Society of St Vincent de Paul for Walsingham Parish Council to make referrals of individuals and families who may need their help. The charity is a well-established international faith-based charity with branches all over the UK, which provides assistance to those in need in terms of either material, financial or emotional support. Each of our members has a current DBS certificate. Further information on the website: <https://www.svp.org.uk/> .
 - i. It was agreed to put a notice in the newsletter.

19. Items for report or future agenda

- a. Coronation Celebration working group

20. Next Meeting is on **Wednesday 11 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: 01/11/2022*

Meeting closed at 8:15 pm

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Meeting of Walsingham Recreation Trust

Following the Parish Council meeting on Wednesday 9 November 2022

- 1) The **Minutes** of the meeting on 14 September 2022 were approved and signed.
- 2) **Village Hall**
 - a) **Maintenance:**
 - i) **Lockable cupboard** door for open space between the cooker and the fridge for the Youth Group's kitchen equipment. WE will do this.
 - ii) **Light fixtures** in kitchen and gent's loos have been repaired.
 - iii) Possible leaky pipe in the loo is being monitored
 - b) **To consider ideas for revamping the bar lounge.**
 - i) Vanessa, Clare, Tom and Mel to make arrangements to discuss the way forward for improvements to the Village Hall.
 - c) **Kitchen Inventory** Clare to carry out and report back
 - d) **Area** around the oil tank needs to be tidied up and the cage and gate repaired. James to investigate.
- 3) **Recreation Ground**
 - a) Annual inspection report and maintenance repairs. It was agreed to have the repairs carried out by OLP except for replacement of grass matting at hip hop with fibrefall resin.
 - b) Moles on the playing field. The Clerk has asked Acorn Pest control to get rid of them.
- 4) **Finances**
 - a) Balance as at 1 Nov 2022: £30,155.62
 - b) Receipts bookings: £232.00
 - c) Payments to approve:

Payee	Description	date	Chq no	Amount
V Paige	Cleaning Sept	24/10/22	102330	£60.00
- 5) **Bookings**
 - a) Regular bookings:
 - i) Thursdays 5 -6.30pm Youth Group;
 - ii) Saturday mornings – Archive Group
 - iii) Tuesdays (except 4th in the month) Wells Community Hospital outreach and Community Supermarket
 - b) Bookings
 - i) Wed 9 Nov 7:15: Parish Council meeting
 - ii) Friday 16 December: Creakes Chamber Choir
 - iii) Monday 26 December: private booking
- 6) Any other business

Meeting closed at 8:30 pm