

WALSINGHAM PARISH COUNCIL

Present: Cllrs. Brian Landale (Chairman), Lee Acton, Scilla Landale, Tom Lane, Julia Marozzi, Elizabeth Meath Baker, Nigel Morter, Vanessa Paige, Clare Williams, James Woodhouse (Vice-Chairman) and Keith Tuck (co-opted).

And: Melanie Fielding & Joe Goswell (joined the WRT working group to refurbish the Village Hall)

And: District Councillor Tom Fitzpatrick, County Councillor Michael Dalby

Meeting of the Parish Council on Wednesday 11 January 2023 at 7:15 for 7.30 pm in the Village Hall

MINUTES

Welcome and Happy New Year

1. Apologies

- a. It was noted that Kerry Richardson had resigned. As this was within 6 months of parish council elections, the Parish Council may co-opt to fill the vacancy. The Chairman led a vote of thanks to Kerry for the hard work that she has put in over the years for the parish council, Recreation Trust and the wider community.

2. Co-option to fill the vacancy.

- a. Three people would like to be considered: Melanie Fielding, Joe Goswell and Keith Tuck. They each gave a short introduction and said what they would bring to the council. A paper ballot was held to co-opt one of them to the Parish Council. It was agreed that the other two would join the WRT working group to look at the refurbishment of the Village Hall.
- b. Keith Tuck was co-opted (complete a declaration of office).

3. Declarations of interest by the Councillors in any of the agenda items listed below. None.

4. Minutes of the Meeting on 9 November were approved and signed.

5. Matters arising not otherwise on the agenda

- a. Thank you from St Peter's and St Mary's for the donations towards the grass cutting of the churchyard. Thank you also from Heritage House and Citizens Advice.
- b. It was noted that PKF Littlejohn have been reappointed as the External Auditors by the Smaller Authorities Audit Appointments for the five year period 2022/23 to 2026/27.

6. Police Matters: no report.

7. Report from County Councillor: circulated via email. Nothing particular to report about Walsingham.

8. Report from District Councillor: NNDC can be contact online or on the telephone (office hours. There is a new email customer.services@north-norfolk.gov.uk : emails sent to this address are then directed to the appropriate area within NNDC. If a meeting is required local people are encouraged to book an appointment at the Fakenham Connect Office on Oak Street (rather than going to Cromer). The District Council website has information and links to other organisations to help with the cost of living crisis. District and Parish Council elections are taking place this year: 4 May. Community grants open for applications.

9. Finances

- a. The **statement of accounts** was presented and confirmed
- b. The following **payments were approved:**

R&J Woodhouse	oil for Village Hall	101513	£1,518.84
V Paige	verges and hedges Oct & Nov	101514	£50.00
J Otte	expenses inclu dog control signs	101515	£146.99
Countrystyle Recycling	emptying bottle bank (November)	101517	£12.00

It was agreed to hold the cheque for Dempseys until the boiler and heating were working properly.

Dempsey Heating	repairs to boiler (replaced damaged elec. Cable and diverter valve actuator) and frozen pipe in loft	101516	£540.00
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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>
 - i. Potholes on Knight Street have been reported
 - ii. Drains on Holt Road still need to be cleared out
 - iii. St Peter's Road needs a proper sweep to get rid of all the debris.
- b. To note that a couple of signs have been made for the PROW Mill Lane to encourage dog walkers to pick up after their dogs.
- c. Grit bin on The Hill Gt Walsingham is damaged. Councillors to look at use of grit bin to consider if it should be replaced.

11. SAM2

- a. The SAM2 unit was at the Friary **Fakenham Road during November and December 2022** monitoring traffic speed and the volume of vehicles coming into the village. From 3 November 2022 to 28 December 2022
 - 23,777 vehicles were recorded coming into the village with an average of 730 a day.
 - The peak times of travel were 8 am to 9 am (average of 47 vehicles); and 5 pm and 6 pm (average of 59 vehicles)
 - The maximum speed was 60 mph at 10:55 pm on 12 November, (although the average speed was just over 24 mph).
 - The majority of vehicles were travelling just above the speed limit which is 30 mph. The 85th percentile speed (i.e. of 20,210 vehicles) was 32.9 mph; and the average speed was 24 mph.

12. Street Lighting

- a. To consider replacing the photo electric cells that control the lights to a timer switch in order to reduce energy costs. The timer switches are pre-set at manufacture to switch off at a set time (i.e. at 10 pm or midnight) and cannot be altered once programmed. The cost of carrying this out would be £65 per light (plus VAT).
- b. It would be possible to switch them off permanently but this is only recommended after consultation as it usually leads to lots of complaints and parish councils have re-instated the lights.
- c. There is a way of the parish council controlling the lights it is called a CMS system (Central Management System) a lot of county councils use this system. However K&M Lighting have not provided a quote but they believe it is expensive to install.
- d. The Clerk was asked to find out how much savings could be made if the lights were switched off at midnight.

13. Planning

- a. **Applications received since the last meeting**
 - i. PF/22/2645 & LA/22/2646: Proposed internal renovation and window/door replacement at **30 Knight Street**. Link circulated. No objection.
 - ii. LA/22/2667: Damp proofing works to ground floor part of original dwelling. At **The Old Bake House 3 The Hill**. Link circulated. No objection.
- b. **Decisions made by NNDC**
 - i. PF/22/2321: Single storey side/rear extension; alterations to external materials at **28 Cleaves Drive**. APPROVED.

14. Correspondence: circulated as usual.

- a. Response from CEO of Anglian Water was noted.
- b. Registered with Norfolk Association of Local Councils for option to trial gov.uk email addresses for Clerk and councillors.

15. Items for report or future agenda

- a. Litter pick

16. Next Meeting is on **Wednesday 8 March 2023** 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: 04/01/2023

Meeting closed

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Meeting of Walsingham Recreation Trust

Following the Parish Council meeting on Wednesday 11 January 2023

- 1) The **Minutes** of the meeting on 9 November 2022 were approved and signed
 - 2) It was agreed to set up a **working group to look at the refurbishment of the Village Hall**. Vanessa would take the lead, Melanie Fielding and Joe Goswell would join Tommy, James, Elizabeth and Keith. A meeting was arranged for Monday 16 January at 6:30 pm.
 - a) A list of areas of concern and suggestions for improvement had been circulated.
 - 3) **Village Hall**
 - a) It was noted that problems with the heating in December meant that a couple of bookings were cancelled, one continued but suffered with the cold (so booking fee refunded as well) and the Living Room managed to source heaters from around the Village so the event could take place. Dempsey's had difficulty identifying the issue (valves and motherboard were replaced etc). It transpired that it was an electrical fault which has now been repaired. Unfortunately the heating was still not working. The Clerk was asked to contact Dempseys.
 - b) It was suggested that a new boiler made be required and that alternative suppliers and maintenance contractors should be sought.
 - c) **Maintenance:**
 - i) **Lockable cupboard** door for open space between the cooker and the fridge for the Youth Group's kitchen equipment. To be part of the refurbishment.
 - d) **To consider ideas for revamping the bar lounge**. To be part of the refurbishment.
 - e) **Kitchen Inventory**. Thank you to Clare for doing the inventory and to Elizabeth for taking unwanted items away. It was noted that there were 80 sets of crockery and cutlery. Clare had also produced a list of items to purchase. This was approved.
 - f) To consider applying for a grant for **capital improvement** from the Platinum Jubilee Village Halls Fund. If successful the Grant covers 20% of the cost of the project. Deadline for Stage 1 application 20 January. (Stage 1 applications re-opening in February). It was agreed to aim to submit an application in February to improve the heating, lighting and insulation of the building so that it would be a greener and more energy efficient venue for use by the community.
 - 4) **Recreation Ground:**
 - a) Moles remain a problem. Vanessa would contact a pest control person.
 - 5) **Finances**
 - a) Balance as at 31 Dec 2022: £30,188
 - b) Receipts bookings: £629.75
 - c) The following payments were approved:

Payee	Description	date	Chq no	Amount
Creakes Chamber Choir	Refund – no heating	19/12/22	102331	£40.00
V Paige	Cleaning Oct & Nov	19/12/22	102332	£300.00
J Otte	Refund for G Shaw (no heating)	21/12/22	102333	£26.00
 - 6) To consider how to mark the **Coronation** on the long weekend of 6 – 8 May. It was agreed to set up a working group to meeting on Monday 27 Feb at 6:30 pm in the Village Hall. A call for volunteers would be put in the newsletter.
 - 7) **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) Sat 14 January: Sona
 - ii) Thurs 4 May: Polling Station
 - iii) Sat 27 May: private party
 - 8) Any other business
- Meeting closed