

WALSINGHAM PARISH COUNCIL

Present:

Cllrs. Brian Landale (Chairman), Scilla Landale, Elizabeth Meath Baker, Vanessa Paige, Keith Tuck, James Woodhouse (Vice-Chairman)

And: Joe Goswell (members of the Village Hall Working Group)

and: District Councillor Tom FitzPatrick,

You are summoned to a Meeting of the Parish Council on Wednesday 13 September 2023 at 7:15 for 7.30 pm in the Parish Hall

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

Signed:

Clerk to the Council

Date:

AGENDA

Welcome

1. **Apologies** from Lee Acton, Julia Marozzi, Nigel Morter, Clare Williams, County Councillor Michael Dalby; PC Simon Blakeley were accepted.
2. **Declarations of interest** by the Councillors in any of the agenda items listed below. None.
3. **Minutes of the Meeting** on 27 July were approved and signed.
4. **Matters arising** not otherwise on the agenda
 - a. It was noted that the issue of the thatch on the building in Bridewell Street had not been raised with the Planning or Conservation Department. The planning application had provided information that it was a re-instatement of a previous thatched roof.
 - b. Request for a better base to be made under the bench at the War Memorial would be taken to the Walsingham Estate.
 - c. Request to plant daffodils on the verge between Victorious and Cleaves would be taken to the Walsingham Estate.
5. **Police Matters**
 - a. It was noted that the police received a report of a male youth attempting to set a small patch of grass on fire on the playing field on 27 July. The police attended, but there was no sign of a fire having taken place. The youth was not stopped as he had left the area before the police arrived. Enquiries have been conducted to try and identify the male, but without success. As a result the investigation has been closed until the suspect can be identified.
6. **Report from County Councillor** circulated via email.
7. **Report from District Councillor**

Tom FitzPatrick reported that he had represented the East of England at the All Party Parliamentary Group looking at infrastructure including digital infrastructure. He emphasised the importance of improving mobile phone coverage in rural areas – the shared rural network needs to come to the East of England. Another issue was the Big Switch Off - all analogue landlines to be switched to digital by the end of 2025. There was pressure to allow and encourage local government to be involved with raising awareness rather than simply relying on providers to get the information across to users. Work was also needed to get rid of digital exclusions and the tackle 'not spots'. The issue of nutrient run-off into streams and rivers such as the Stiffkey and the Wensum still needed to be resolved by Government to allow the building of new housing developments which had been stopped by Natural England last spring.

The Chairman asked if he would follow up with the District Council about weed killing on kerbs and pavements around the village where grass and weeds were growing in the gaps and at the base of buildings.
8. **Village Hall Working Group**
 - a. **Progress Report:** Gaskin Builders (working under the direction of Claxton Hall Architectural Ltd) began work began on 22 August to clear the fire-damaged materials from the Village Hall and make the structure safe, as well as retrieving items from the various rooms in the hall for placing in the storage container on site. The estimate cost

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was £26,196 + VAT. The architect, loss adjuster and builder along with representatives from the parish council will have a site meeting on 20 September to discuss the viability of the remaining structure and discuss the next steps. It was noted that the builder had said that the standing walls had come under tremendous pressure from the fire and collapsed roof.

b. Items retrieved from Village Hall:

- i. Plaques, stove, crockery and cutlery etc, saucepans, urn and kettle etc, fridge, carpet bowls, cupboard with youth club arts and crafts, most chairs and some tables (for outside use), trophies, glass washer and sink unit, cleaning materials, table tennis table, bats and balls, snooker balls and cues. The stage blocks could not be saved.
- ii. It was noted that the snooker table could be moved by Drinkwaters and stored in a Walsingham Estate barn (quote cost for moving £800 + VAT); and then returned to Village Hall and made ready for use (cost to collect, transport and re-install table, and recovering the bed £1330 + VAT; cost of new pocket nets, leathers and rails £208 + VAT). Total cost £2338. The issue was discussed at length and it was questioned whether a snooker table would be needed in the new village hall. It was decided to move the table at a cost of £800 and store it (FOC). The decision as to whether a snooker table was needed in the new village hall could then be discussed at a later date. [The loss adjuster has now agreed to cover the cost of moving and re-installing the snooker table – because the cost of storage had been taken out of the equation.]
- iii. As all items will be replaced through the insurance cover, it was suggested that other items e.g. the stove could be donated to the Parish Hall.
- iv. The Clerk had at last received information about how to put the cancellation of the electricity contract into action. The meters had to be removed at a cost of £296.64 for both meters. The Clerk had asked for the refund to be back dated to 30 January when UK Power Networks cut off the supply and the supplier (E.ON) had been notified. The date for the removal of the meters had been arranged for 5 October.

c. Fundraising

- i. **BBQ at Gt Walsingham Barns** raised £609. Thank you to Shaun Brennan who organised this event. The donation was very much appreciated. A letter of thanks would be sent.
- ii. **Saturday 7 October afternoon / evening event.**
 1. Car Boot Sale 12 noon to 5 pm; Party in the Park from 6 pm. Entertainment: Giant Tombola (donation of prizes to Keith Tuck), Mini Funfair, Fire Engines, Fakenham Ukes from 6pm, Subzero 60s / 70s Band from 7:30 pm, DJ Chris Esposito from 9 pm. Refreshments: Bubble and Melt Waffle Stall, Black Shuck Bar with Cocktails, Barista Jo Jo Tea & Coffee, Cakes, Barbeque, Sweet Stall.
 2. Keith Tuck had done an Event Management Risk Assessment which had been circulated. He would investigate how to provide sufficient First Aid and Security.
 3. An article about the Party in the Park and the village hall demolition had appeared in the EDP.
 4. Thanks to Keith Tuck for running a dedicated Face Book page which was generating interested and disseminating
- iii. The monthly **Farmers Market** is planning to start at Great Walsingham Barns in September.
- iv. In order to receive donations which have been made via **Paypal**, a paypal account needs to be set up for Walsingham Recreation Trust. As the Parish Council is the Managerial Trustee, Paypal require the name, address and date of birth of all Parish Councillors. (This information is also required by COIF in order to open a CCLA deposit account.)

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d. Ideas for the replacement Village Hall.

- i. It was noted that a list of ideas from Parish Councillors, the working group which met in January and from the Village Survey had been sent to Claxton Hall Architectural Ltd.
 - ii. It was hoped that **draft plans** would be ready for presentation to the public and to gather further suggestions on Friday 6 October in the Parish Hall and on Saturday 7 October at the Recreation Ground.
- e. Trustees of Cleaves said that the Chairman of the charity had asked if it would be possible to purchase land from the Recreation Ground in order to build new almshouses. A decision to be made at a later date.

9. Highways

- a. The **Parish Partnership Scheme** is open for applications for highway improvements (deadline 8 Dec). Successful applications receive 50% of the cost from the County Council. Nothing was required this year.
- b. **Potholes and other highway faults** should be reported via the website:
<https://apps.norfolk.gov.uk/HighwaysDefect/default.aspx>
 - i. Signs left after road works
 1. Church Street (road closed signs – Anglian Water)
 2. Guild Street (slippery road)
 - ii. It was noted that Anglian Water had removed some slabs from the pavement outside Epiphany Café, 27 High Street and replaced them with tarmac. The Clerk was asked to contact Highways to request that the slabs are re-instated – the High Street is a conservation area.
 - iii. It was noted that the road closure to deal with the burst water main on the High Street had been excessive – the signs remained in place on Fakenham Road even when the High Street had re-opened. This is detrimental to the local economy which relies on tourists being able to visit.
 - iv. The pumping stations, particularly at Great Walsingham needs to be tidied up.
 - v. The Clerk was asked to raise these issues with the CEO of Anglian Water.

c. Parking

- i. A suggestion from a member of the public that parking restriction on one side of the Eugene **Link Road** is removed to allow parking of private cars was considered. It was agreed that this would not be suitable particularly as the road was used at all times by large farm vehicles.
 - ii. Wells Road
 1. **Bus stop opposite the school.** A request from a resident for double yellow lines before the bus stop to allow space for the bus to pull in to the pavement was considered. It was noted that Highways had recently marked out the bus stop to prevent vehicles parking up to the junction with Mount Pleasant. The Clerk was asked to contact the bus company to investigate what the problem was so that the issue could be remedied.
- d. **Speed limit on Dry Road at Egmore.** It was agreed to put in a request for the speed limit on the B1105 at Egmore to be reduced to 40 mph. With the development of the industrial site, there are an increasing number of vehicles turning onto the main road at a junction which has poor visibility. People who live and work in Egmore have noticed a rise in near misses, and on 5 August a serious traffic accident was reported. It is believed that the road would be much safer for all concerned if the speed limit were to be reduced to 40 mph. This would slow the traffic, allowing for safe turning on and off the road, while not having a huge detrimental impact on the flow of traffic between Fakenham and Wells.

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- e. It was noted that the **pavement on Scarborough** had been sided out by Highways. FT Grounds maintenance have cut the grass on the verge and will do so once a month at a cost of £25 (and to include the verge in front of the Old Vicarage). It was noted that FT Grounds Maintenance have also been asked to cut Mill Lane (PRoW from St Peter's Road to Wells Road) as this is proving problematic for V Paige's equipment.

10. **SAM2:** was at the junction of Knight Street and Wells Road during the summer 2023 monitoring traffic speed and the volume of vehicles approaching Knight Street.

From 19 July 2023 to 22 September 2023

- 41,912 vehicles were recorded coming into the village with an average of 1,045 per day.
- The peak times of travel are 8 am to 9 am (average of 59 vehicles); and 5 pm and 6 pm (average of 89 vehicles)
- The maximum speed was 50 mph at 7:05 am on 22 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 (of 35,625 vehicles) was 27.3 mph; and the average speed was 20.6 mph.

11. **Street Lighting:** no problems reported

12. Grit bins and rubbish bins

- a. 2 x 200l grit bins (to replace damaged one on The Hill, Gt Walsingham and new one for Station Road / M25); 1 x litter bin to be located near grit bin on junction of St Peters Road / Wells Road (to replace the one by the school gate).
- b. It was noted that the litter bin had been removed from the Recreation Ground. There are now two black bins (general waste) and two green bins (recycling) from NNDC which will be emptied by Serco. Stickers have been supplied to indicated what litter to put in the different bins. One set will be in the play area and the other set near the skate ramp.

13. Finances

- a. **Statement and Accounts** were confirmed
- b. The following **payments were approved**

Josh.Biz	recharge for google maps module (website) 1 yr	online	£32.84
Joanna Otte	expenses	101534	£69.84
Joanna Otte	E.ON next remove meters at VH	101535	£296.64
Countrystyle Recycling	emptying bottle banks	101536	£18.00
North Norfolk District Council	hire of £240 waste bin, collection of waste and recycling at Recreation Ground	101537	£265.10
PKF Littlejohn LLP	external audit	101538	£252.00
Norfolk Copiers	service charge	101539	£147.05
CGM	playing field grounds maintenance (July, Aug)	101540	£340.56
Vanessa Paige	verges, hedge August	101541	£210.00

14. 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 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.

15. Planning

- a. **Applications received since the last meeting**
 - i. PF/23/1576: Erection of single-storey side extension at **26 Cleaves Drive**. Link circulated. No objection.

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- ii. PF/23/1736: Installation of two slit windows in east gable end of chapel at **Barn Chapel The Shrine Our Lady Of Walsingham Common Place**. Link circulated. K Tuck declared an interest as he is employed by the Anglican Shrine. No objection.
- iii. LA/23/1875: Removal of door and infill with brickwork (Flemish bond). Existing brickwork quoins each side and the overhead brick header course to be retained (amendments following LA/22/1609) at **7-9 Bridewell Street**. Link circulated. No objection.
- iv. PF/23/1869: Demolition of existing Nissen Hut and erection of single storey outbuilding at **Old School House 10 The Hill**. Link circulated 8 Sept. No objection.

b. Decisions made by NNDC

- i. PF/23/1258: Change of use of outbuilding to Holiday Let at **The Old Bake House 3 The Hill**. REFUSED.

c. Other planning matters

- i. Appeal Against Refusal of Two storey detached dwelling; new vehicle access off Chapel Yard at **St James Cottage, 18 Bridewell Street**. Decision by the Planning Inspector: APPEAL DISMISSED.

16. Correspondence: circulated as usual.

- a. It was noted that councillors had heard many complaints about the state of the churchyard at St Mary's.

17. Items for report or future agenda

- 18. Next meeting of the **Walsingham Development Group** is on Tuesday 26 September at 9:30 am at Obrennan's, Great Walsingham Barns. The Christmas Lights and Carols will be on Saturday 2 December 5pm in the Common Place. Events organised by others: 25 Nov Christmas Fair at Gt Walsingham Barns (Shaun Brennan and Heather Green); A Christmas Carol 1 Dec (Justin Harmer); Advent Fair in Parish Hall and Old Bakehouse 2 Dec (Justin and Charlotte Harmer)
- 19. Next Meeting of the Parish Council is on **Wednesday 8 November 2023** at 7.15 for 7.30 pm in the Parish 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: 06/09/2023*

Meeting closed at 8:45 pm

Meeting of Walsingham Recreation Trust

Following the Parish Council meeting on Wednesday 13 September 2023

- 1) To approve the **Minutes** of the meeting on 27 July 2023.
- 2) **Recreation Ground**
 - a) A request from the Home Education Group to have a shed for their equipment was considered. It was decided that this was not appropriate at the moment, but outside storage would be considered as part of the new village hall.
- 3) **Finances**
 - a) Receipts: £25 donation;
 - b) Balance as at 6 Sept 2023: £29,207.64
- 4) Any other business: none.

Meeting closed at 8:50 pm