

WALSINGHAM PARISH COUNCIL

Present: Cllrs. Brian Landale (Chairman), Lee Acton, Scilla Landale, Elizabeth Meath Baker, Keith Tuck, James Woodhouse (Vice-Chairman)

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

Meeting of the Parish Council on Wednesday 8 November 2023 at 7:15 for 7.30 pm in the Parish Hall

MINUTES

Welcome. A vote of thanks was made to Keith Tuck for all that he did for Party in the Park. It is very much appreciated. Keith acknowledged the help and donations he had from many people which made it possible.

1. **Apologies** from J Marozzi, T Lane, N Morter, V Paige, C Williams were accepted.
2. **Declarations of interest** by the Councillors in any of the agenda items listed below.
 - a. James Woodhouse declared an interest in item 14 - he is a Church Warden at St Peter's.
3. **Minutes of the Meeting** on 13 September were approved and signed.
4. **Matters arising** not otherwise on the agenda
 - a. It was noted that the conveyancing document for the Walsingham Recreation Trust as well as the Trust Scheme states that the land is for recreational use only. It is therefore not possible to sell land to the Cleaves Charity for building more almshouses. The Trustees were asked to inform the Chairman of the Trustees.
 - b. An email asking for the location of seats dedicated to family members had been circulated. It was suggested that these were probably among the few that had been stolen many years ago. On the back of this Scilla Landale offered to carry out an inventory of street furniture when she has time. This was gratefully accepted.
5. **Police Matters:** nothing to report.
6. **Report from County Councillor:** not present.
7. **Report from District Councillor:** not present.
8. **Setting the Budget and Precept for 2024-25**
 - a. The figures for the draft budget were reviewed:
Estimated payments to the end of March 2024: £9,990 (uses the reserved funds)
Estimated receipts to the end of March 2024: £9,541 (including a VAT refund for April – Oct)
Expected bank balances at the end of March 2024: £38,417. This is made up of:

£14,100	insurance account
£ 9,819	airfield memorial project
£ 2,563	WDG
£ 1,687	Archive Group (History Society)
£ 9,800	Parish Council reserves

Projected payments for 2024-25: £35,250
Projected receipts for 2024-25: £ 4,780
 - b. To determine whether or not there are any other likely calls on planned expenditure e.g.
 - i. towards the cost of the Village Hall: it was decided to leave this for the time being
 - ii. towards the cost of lowering the speed limit on the Dry Road at Egmore (see below).
It was agreed to have £500 in the kitty. However it was hoped that the majority of the funding would come from the businesses at Egmore.
 - c. It was agreed to increase the precept for 2024-25 by 5% to £31,500 (an increase of £1,500).
 - d. The Precept form for the District Council was completed and signed.
9. **Village Hall Working Group**
 - a. **Progress Report:** The architect, loss adjuster and builder have met on site to discuss the viability of the remaining structure and discuss the next steps. The architects have drawn up three sets of plans (the building as it was; a building on the same footprint but with internal and external changes; and a new design) for a Quantity Surveyor to cost. The loss adjusters are keen to get costings so that they can decide how much will be

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paid out to the Parish Council. So these three sets of plans have been sent to a Quantity Surveyor, Richard Cross (cost of £750 + VAT per plan). These costings will then be forwarded to the loss adjuster and insurer for them to consider and decide on the insurance payout.

- b. It was noted that comments were collected at the public viewing and fed back to the architects who amended the design – widening the whole building to allow for a larger kitchen and meeting room etc. They also suggested making a room in the roof space which could house a full-size snooker table (although this would require a lift to be installed). However this later plan has not been sent to the QS.
- c. The three sets of plans were available for public viewing on 6 October in the Parish Hall (a morning and late afternoon session) and on the 7 October at Party in the Park. Another public viewing session is planned for Friday 24 November 3:30 – 7:30 pm in the Primary School.
- d. It was noted that the final plan for the new village hall still needs to be agreed. Once we know the costs involved, and how much will be covered by the insurance, the parish council and village hall working group will be in a better position to work towards a final plan.
- e. **Ideas for the replacement Village Hall.** It is hoped that answering the following questions will assist towards deciding the plan for a new Village Hall:
 - What is the purpose of a Village Hall?
 - Community Centre, functions, fund-raising
 - Who will use the Village Hall?
 - Parish Council, Youth Group, Archive Group, private functions (wedding and christening receptions, wakes, children's parties etc), village groups
 - What facilities are essential?
 - Kitchen, bar facilities, meeting room, loos, heating
 - Are there other facilities that would be used?
 - Changing rooms, showers, car park
 - How can we make the spaces flexible / multipurpose?
 - How can we encourage better use of the Hall?
 - Welcoming, user friendly
 - What facilities would bring in funds?
 - Bar facilities, large kitchen, showers, space for exercise and dance classes (wooden floor), stage facilities
 - Any other points to consider.....
- f. **Fundraising**
 - i. **Saturday 7 October Party in the Park.** Car Boot Sale 12 noon to 5 pm; Party in the Park from 6 pm. It was a great community day, enjoyed by all with good weather and a wonderful atmosphere. Grateful thanks to all who contributed in whatever way. It wouldn't have happened without those who kindly donated prizes, volunteered or helped to make it possible to raise over £2,000 for the Village Hall rebuild fund. Well done 'Team Walsingham' and especially to Keith Tuck who worked so hard to organise and manage the whole event. A date has already been set for a similar fundraising event: '**Roc on the Rec**' for 22 June 2024.
 - ii. In order to receive donations (so far almost £300) which have been made via **Paypal**, a paypal account is being set up for Walsingham Recreation Trust. Thank you to all for providing your birth dates (which are also required to set up a interest bearing deposit account at COIF.)
- g. It was noted that a sewage overflow at the Village Hall at the end of September / beginning of October was originally believed to be connected with the Village Hall. However, when the holding tank was emptied by Duffields. it was discovered that the problem could not be from the Village Hall and the sewage was flowing up hill. Anglian Water were informed and a problem at the pumping station was fixed, but the sewage started to overflow again. Anglian Water then returned and discovered a blockage on Wells Road (including nappies). They then returned and cleaned the spill and disinfected the contaminated area by the village hall (in time for Party in the Park). The cost of

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emptying the holding tank at the Village Hall was £240. A refund of £100 will be made by Anglian Water.

- h. It was noted that the electricity meters at the Village Hall had been removed (cost of £296.64). The Clerk was in the process of getting a refund from E.ON for the electricity charges which have been made since UK Power Networks cut off the supply at the time of the fire on 30 January 2023.

10. Highways

- a. It was noted that Anglian Water would be returning to replace the slabs outside Epiphany, on the High Street, which had been removed to repair a damaged water main. The tarmac was put in as a temporary measure to allow the pavement and road to be re-opened.
- b. **Potholes and other highway faults** should be reported via the website: <https://apps.norfolk.gov.uk/HighwaysDefect/default.aspx>: potholes beginning to appear on Hindringham Road. Some potholes on Knight Street, and Church Street need to be reported again.
- c. **Bus stop opposite the school.** It was noted that following representation from the Parish Council, it was realised that the markings at the bus stop did not fit with the raised kerb. The bus company advised moving the raised kerb. However it has also been suggested to Highways that a more cost effective alternative would be to repaint the bus stop markings in the correct place to allow space for the bus to pull in to the pavement.
- d. **Speed limit on Dry Road at Egmere**
 - i. Response from Highways to a request to lower the **speed limit on Dry Road at Egmere**: *The Casualty Reduction Team contacted the police and the only accident they have for B1105 on 5 August is a good 1km south of the eventful section at the Industrial Unit, so not really related. They have only one recorded accident within the eventful section in the last 5 years although this was quite a bad one – an eight car shunt collision in February 2022 with a serious injury to a car driver. With regard to a lower speed limit they do have some sympathy with this request. The 800m stretch is quite different to the rest of B1105 with numerous accesses, junctions and large industrial buildings. They would be quite happy for this 800m section to be taken forward for a speed limit review to see if 50 (or possibly 40) is viable. Unfortunately with only one accident they wouldn't be able to fully fund the likely £10k cost although they could make a contribution of say £4k with the remainder being met by others. EG local member, parish council, local businesses.*
 - ii. It was agreed to follow this through. The Clerk was asked to write to the residents, businesses and landowners at Egmere to ask them to contribute towards the cost.

11. **SAM2** unit was on Hindringham Road during September and October 2023 monitoring traffic speed and the volume of vehicles coming down the hill. Thank you to James Woodhouse for managing the unit.

From 22 September to 10 October 2023

- 4,002 vehicles were recorded coming into the village with an average of 211 per day.
- The peak times of travel were 8 am to 9 am (average of 13 vehicles); and 5 pm and 6 pm (average of 15 vehicles)
- The maximum speed was 60 mph at 8.00pm on 4 October, (although the average speed was almost 23 mph).
- The majority of vehicles were travelling below the speed limit which is 30 mph. The 85th percentile speed (i.e. of 3,402 vehicles) was 31.8 mph; the average speed was 22.9mph.

12. Street Lighting

- a. It was noted that some of the lights on Scarborough Road were being obscured by trees.

13. 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).

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14. **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.

- a. £200 each to St Peter's and St Mary's (towards grounds maintenance),
- b. £100 each to Heritage House and Citizens Advice.

15. Finances

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

Norfolk Event Medical Services	for Party in the Park (deposit)	101543	£35.00	20/09/2023
Drinkwaters	move snooker table	101544	£960.00	20/09/2023
NNDC	emptying litter bins	101545	£355.68	26/09/2023
RH Duffield Waste Services	emptying holding tank at Village Hall	101546	£240.00	05/10/2023
Norfolk Copiers	service charge	101547	£78.12	05/10/2023
V Paige	verges Sept	101548	£30.00	05/10/2023
CGM	playing field grds maintenance	101549	£85.14	05/10/2023
Countrystyle Recycling	emptying bottle bank	101550	£12.00	05/10/2023
Daysecure	security for Party in the Park	101551	£300.00	09/10/2023
Keith Tuck	for printed.com: banner	101552	£71.28	11/10/2023
Norfolk Event Medical Services	for Party in the Park	101554	£315.00	11/10/2023
Ketih Tuck	for Lord of Loos - Party in the Park	101555	£190.00	11/10/2023
D Taylor	subzero band - Party in the Park	101556	£200.00	12/10/2023
Keith Tuck	daffodil bulbs from Fakenham Grd Centre	101557	£33.98	12/10/2023
Wells Carnival Ltd	glow sticks etc for Party in the Park	101558	£88.07	15/10/2023
Gaskin Builders	VAT on demolition work	101559	£4,745.60	15/10/2023
Claxton Hall Arch. Ltd	VAT on planning work	101560	£1,500.00	15/10/2023
Wals Estate Management	VAT on Heras Fencing	101561	£664.55	
Plandescil	VAT on structural advice / site visit	101562	£96.40	
Fakenham PrePress Solutions	for Party in the Park	101563	£21.60	
Joanna Otte	expenses	101564	£107.75	
NNDC	elections	101565	£70.54	
Keith Tuck	for MH Star Ltd - replacement gazebo	101566	£189.99	
St Mary's PCC	donation for grounds maintenance	101567	£200.00	
St Peter's PCC	donation for grounds maintenance	101568	£200.00	
Heritage House	donation	101569	£100.00	
Citizens Advice	donation	101570	£100.00	

16. Planning

a. Applications received since the last meeting

- i. LA/23/2083: Rebuild collapsed section of double flint faced boundary wall, new section tied into original fabric at **Baverstock House 1 Bridewell Street**. Link circulated.

b. Decisions made by NNDC

- i. RV/23/1241: Variation of condition 4 (operational life and decommissioning period) of planning permission PF/19/1398 (Construction of 20 mw solar photovoltaic farm with associated works including inverter housing) to add an additional 13 years on the current planning consent, until 24 October 2052 at **Solar Farm Bunkers Hill Wells Road Egmore**. APPROVED.
- ii. PF/23/1576: Erection of single-storey side extension at **26 Cleaves Drive**. APPROVED.

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- 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**. APPROVED.

17. Correspondence: circulated as usual.

18. WDG: Christmas Lights and Carols in the Common Place on 2 December (road closed 4-9 pm)

a. Other Events at Advent and Christmas in Walsingham (advertised in the newsletter)

* **Christmas Market** 25 November in Great Walsingham Barns

Walsingham Winter Weekend 1-3 Dec www.justinharmer.com/walsingham-winter-weekend

* **A Christmas Carol** in St Mary's Church 7 pm on 1 December

* **Advent Fair** 9:30 am to 4:30 pm Parish Hall on 2 December

* **Christmas Lights and Carols** in the Common Place from 5 pm

* **Art Exhibition at The Old Bakehouse**, High St on 1 – 7 December

* **Concert** 7:30 pm in Church of the Annunciation, Friday Market on 3 December

* **Christmas Carols & Festive Refreshments** 5:30 pm at Great Walsingham Barns Café & Galleries on 16 December

* **FTC Santa Truck Run** 6:40 pm at the Village Hall, Wells Road on 20 December

19. Items for report or future agenda

20. Next Meeting of the Parish Council is on **Wednesday 10 January 2024** at 7.30 pm in the Parish Hall preceded by a meeting at **7 pm to discuss the plans for the Village Hall**

Joanna Otte, Clerk to Walsingham Parish Council, e-mail: walsinghampc@googlemail.com Tel. 01328 822366

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Agenda prepared by JO: 30/10/2023

Meeting closed at 8:40 pm