

WALSINGHAM PARISH COUNCIL

To:

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

CC: District Councillor Tom FitzPatrick, County Councillor Michael Dalby; PC Jonathan Kentfield

**You are summoned to a Meeting of the Parish Council
on Wednesday 13 November 2024 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**
2. **Declarations of interest** by the Councillors in any of the agenda items listed below.
3. **Minutes of the Meeting** on 11 September to be approved and sign.
4. **Matters arising** not otherwise on the agenda
5. **To consider co-opting to fill the vacancy**
 - a. New councillor to complete a declaration of office
6. **Report from County Councillor**
7. **Report from District Councillor**
8. **Police Matters**
9. **Highways**
 - a. **Potholes and other highway faults** should be reported via the website:
<https://apps.norfolk.gov.uk/HighwaysDefect/default.aspx>
 - b. **Flooding** near the bridge on Fakenham Road
 - i. Are the pipes under the ford at Westgate blocked and so increasing the water level and adding to problems upstream at Houghton bridge?
 - ii. To consider what action the Parish Council can take to improve the situation
 - c. **Speed limit on Dry Road at Egmere**
 - i. The initial consultation period for this scheme has ended and several of the responses would like an extension to the initial proposed length of speed reduction. The designer therefore needs to speak to the safety team to discuss options. Once this has been done, they will draft the Traffic Regulation Order document and prepare for advertisement. The document then goes to NPLaw to process. Unfortunately, we are unable to give a good estimate for when it will be implemented, but hopefully by the end of the financial year.
 - ii. A donation of £1000 has been received from RES in addition to the £2000 from Holkham Estate and £1000 from the Walsingham Estate which covers the total £4000 contribution from the parish. This means that the £750 from the Memorial Project can be returned to that fund.
10. **SAM2**
11. **Donations.** To resolve 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. Donations **in previous years** have been made to St Peter's and St Mary's (£200 each for grounds maintenance), Heritage House and Citizens Advice (£100 each).
 - a. To decide on donations for this year.

WALSINGHAM PARISH COUNCIL

12. Finances

a. Statement and Accounts

- i. To note receipt of £1000 from RWE towards to speed reduction at Egmere. This means that the £750 can be returned to the Memorial Project Account.

b. To approve payments

c. To consider moving to online banking

- i. **Unity Trust Bank** <https://www.unity.co.uk/>: online banking facilities which allows the Clerk to set up payments for authorisation by two signatories. Cost of approx. £6 per month.
- ii. **Barclays**: one signatory to set up payments and a second signatory to authorise.

d. CCLA deposit account

13. Employment

- a. Salary increase for 2024-25. The Local Government Association (LGA) advised the National Association of Local Councils that the National Joint Council for Local Government Services (NJC) has agreed on pay rates applicable from 1 April 2024 to 31 March 2025.
 - i. SCP 23: was £16.67 increased to £17.29. Back pay for 2024-25 April to November: £188.07; employee's pension contribution £10.34; employer's pension contribution £43.26.
 - ii. To approve and sign the instructions to the bank to make the back payments and to change the monthly payments.

14. To consider and set the Budget and Precept for 2025-26

- a. Review the figures (see attached):

Estimated payments to the end of March 2025: £17,987 (uses reserves)

Estimated receipts to the end of March 2025: £460

Expected bank balances at the end of March 2025: £630,282 (with an estimated deficit of £2,882).

This is made up of:

£603,060	Village Hall insurance payout
£ 11,300	insurance account
£ 7,448	Airfield Memorial Project
£ 678	WDG (village website)
£ 1,687	Archive Group (History Society)
£ 9,000	Parish Council reserves

Projected payments for 2025-26: £38,720 (includes estimate for employer NI contributions)

Projected receipts for 2025-26: £ 7,717 (includes £4,000 interest on Village Hall fund)

- b. To determine whether or not there are any other likely calls on planned expenditure.
 - i. Repair / replace the parish council notice boards on the High St and in Gt Wals.

c. To agree the precept for 2025-26

Options	Increase by	%	Precept	Charge	Band D annual increase
Current			£31,500	£86.51	
Option 1	£1,100	3.5%	£32,500	£89.98	£41.56
Option 2	£1,500	5%	£33,000	£91.36	£58.17
Option 3	£1,900	6%	£33,400	£92.47	£71.46

Option 3 provides a projected surplus of £2,397 to cover the deficit for the current year (£2,882).

- d. Complete the Precept form for the District Council

WALSINGHAM PARISH COUNCIL

15. Report from Village Hall Working Group.

- a. The Group has met once since the last meeting. The Group discussed revisions to the booking process, hire charges and Terms and Conditions and started to address the issues raised in the feedback from the Lottery Grant application. The next meeting is scheduled for 19 November at 7pm. Thank you to the Anglican Shrine for allowing the use of a meeting room.
- b. **Damaged manhole cover** at the car park on the Recreation Ground. Thank you to the Walsingham Estate for fencing it off. To consider what action to take.

16. Playground Equipment

- a. The repairs to the skate ramp to be carried out by Playscape.
- b. Annual Inspection carried out by OLP

17. To consider how to support the Village Store

- a. Problems with shop-lifting
- b. Would like to have post office facilities

18. To consider what can be done about the problem of dog fouling around the village

19. To consider a request to pedestrianise the High Street (perhaps with bollards to allow access for public transport, emergency vehicles).

20. Public Toilets

- a. The District Council is proposing to withdraw from the provision of public toilets in Walsingham before the end of the financial year and transfer the facilities to the Walsingham Estate, the Parish Council or other local interest such as on the local religious organisations. The Parish Council and the Estate have written to NNDC objecting to this proposal. The District Council will be arranging a meeting with relevant parties in due course.

21. Street Lighting

22. Litter bin

- a. 1 x litter bin to be located near grit bin on junction of St Peters Road / Wells Road.

23. Defibrillator

- a. To note that the defibrillator outside the Parish Hall is to be replaced under warranty and should be delivered next month.

24. Planning

- a. **Applications received since the last meeting**
 - i. PF/24/2115 & LA/24/2215: Change of use of 9 Common Place from dwelling (Class C3) to provide extension to existing Estate Office (No.10) Common Place at **9 - 10 Common Place**. Link circulated.
 - ii. PF/24/2158: Erection of single storey detached outbuilding at **Hilltop Barn Hindringham Road**. Link circulated.
- b. **Decisions made by NNDC**
 - i. PU/24/1444: Change of use of agricultural building to 4 dwellings (class C3) with associated development and building operations reasonably necessary for the conversion at **Barn At Brick Kiln Farm Edgar Road**. REFUSAL OF PRIOR NOTIFICATION?APPROVAL.

25. Correspondence: circulated as usual.

26. Items for report or future agenda

27. Next meeting of the Parish Council: Wednesday 8 January 2025 at 7:15 for 7.30 pm in the Parish Hall.