

WALSINGHAM PARISH COUNCIL

Present:

Cllrs. Brian Landale (Chairman), Lee Acton, Clare Williams, James Woodhouse (Vice-Chairman)

Meeting of the Parish Council on Wednesday 9 April 2025 at 7:30 pm in the Parish Hall

MINUTES

Welcome

1. **Apologies** from Tom Lane, Elizabeth Meath Baker, Nigel Morter, and PC Jonathan Kentfield were accepted.
 - a. It was noted that Keith Tuck had written to say that he was resigning. The Chairman would write a letter of thanks for all that he has done for the Parish Council and the village most recently organising Rock on the Rec for the new Village Hall.
2. **Declarations of interest** by the Councillors in any of the agenda items listed below.
3. **Minutes of the Meeting** on 12 March to be approved and sign.
4. **Matters arising** not otherwise on the agenda
5. **To consider co-opting to fill the vacancy**
 - a. Councillors to approach possible candidates and ask them to write a short 'application'.
6. **Report from County Councillor** via email.
7. **Report from District Councillor** not present.
8. **Police Matters**
 - a. Annual Report (figures relating to the year 1 April 2024 to 31 March 2025:
 - i. Calls to Police (999, 101 and online reporting): 126
 - ii. Investigations recorded in Walsingham 55 (Safeguarding 17; Anti-Social Behaviour 1; Assaults 2; Criminal Damage 3; Fraud 2; Domestic Abuse 9; Public Order 2; Theft 8; Sexual Offences 2; Other 9).
 - b. It was noted that a security presence would be needed during the summer to support the shops which are particularly vulnerable to shop-lifting.
9. **Highways**
 - a. **Potholes and other highway faults** should be reported via the website:
<https://apps.norfolk.gov.uk/HighwaysDefect/default.aspx>
 - b. It was noted with appreciation that a great job had been made of the potholes etc on Knight Street and Sunk Road. There was still one marked pothole on Church Street.
10. **SAM2**
 - a. Any new sites on Egmere Road will have to be within the 30 mph zone.
 - b. Westcotec assessed the sign: the Coin cell is fine, but the PCB 100mm Slow Down needs to be replaced. Cost £111 plus 1 hour labour £45 plus VAT: total £201 + VAT.
11. **Finances**
 - a. **Statement of Accounts** was approved and signed.
 - b. **The following payments were approved:**

Claxton Hall Architectural Ltd	revising VH plans etc	101642	£2,097.00	21/03/2025
V Paige	grounds maintenance	101643	£420.00	01/04/2025
Norfolk Copiers	service charge	101644	£73.88	01/04/2025
Mr AA Deptford	defib pads and charge pak	101645	£206.40	01/04/2025
Westcotec	replace part for SAM2	101646	£241.20	04/04/2025
Countrystyle Recycling Ltd	emptying bottle bank	101647	£33.00	
J Otte	expenses	101648	£37.42	

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- c. It was noted that online banking had been set up on the Barclays account with two signatories to approve payments.

12. Report from Village Hall Working Group.

- a. It was noted that youngsters had breached the Heras fencing, damaged a door and were seen on the roof. Thank you to both Andrew McLaren for securing the fence and to Tommy for fixing hardboard over the damaged door. The following mitigating measures have been suggested:
 - i. Move the wheelie bins away from the fence
 - ii. Put up stickers 'CCTV in Operation'
 - iii. Warn parents via the newsletter (or ask school to send out a message about safety).

b. Quotes for demolition

- i. Gaskin Builders:
 - 1. demolition including removal of floor screed £21617.93 +VAT
 - 2. demolition leaving floor screed £14395.93 +VAT
- ii. Mooney Demolition Co Ltd
 - 1. Demolition leaving floor screed £8500 +VAT
 - 2. Would be able to remove screed if required

It was agreed to ask Mooney Demolition to do the work and to remove the screed.

- c. **To address the concern raised at the previous meeting** that the Trustees / Parish Council has a responsibility to spend the insurance money well. It was suggested that perhaps the money could be better used elsewhere. See attached supplementary paper to assist with answering the following questions

i. Is a Village Hall needed / wanted?

- 1. Questionnaire in May / June 2023 asked 'Are you in favour of rebuilding the Village Hall?' (87 responses 2.3% queried if it was needed):
 - a. The overwhelming response was 'yes'
 - b. Two responders were unsure if the Village Hall was needed as the Parish Hall was an alternative venue.
- 2. Safe and secure storage required for housing the Village Archive
- 3. Location for Parish Council meetings, photocopier
- 4. How will it be used?
 - a. Private bookings (children's parties, family gatherings, wedding receptions, christening parties, wakes)
 - b. Group / organisation bookings (Community Supermarket, Polling station, School events (up to 140 children and 30 staff), Meetings (including AGMs for smaller organisations), Fundraising – quiz nights, bingo, Rehearsal / performance space, Workshops, Conferences.
 - c. Possible other uses: Showers for pilgrims / walkers, Extra facilities for camping groups on summer pilgrimages, Facilities to support sporting activities.

ii. Is the Parish Council / Recreation Trust able to dispose of the insurance money somewhere else?

- 1. The conveyance deed of 1947 states that the land is held in trust in perpetuity.
- 2. There is no clause in the Trust Scheme (1983) for disposal of assets. Such clauses usually state that assets would have to be given to another charity with similar objects (preferably in the area of benefit).
- 3. An application could be made to the Charity Commission for the disposal of assets. This would involve a lengthy consultation process dictated by the Charity Commission.
- 4. Consideration would need to be given to the people (many of whom still live in the area) who raised funds for the original Village Hall.
- 5. Ideas for the disposal of the insurance money (none put forward).

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- d. It was noted that **new DRAFT plans** had been drawn. These (and the Business Plan dated 2024) have been circulated via email to Parish Councillors, members of the Walsingham Development Group and other interested parties (the Primary School, Archive Group, WI, and a couple of local people who have organised events in the past). The Plans have been on show at the Community Supermarket on Wednesday mornings (26 March and 2 April).
- i. Capacity of main Hall: approximately 60 – 70.

ii. **Comments to feedback so the architects** can modify the plans

- Positive reception of the new design both internal and external (although comments on Facebook said that it looked like a shed).
- Desire to have a Village Hall rebuilt soon.
- Would like to see site cleared as soon as possible.
- Location for brick façade for 'named bricks' (preference for outside)
- Separate toilets for ladies and gents (including water-efficient urinals)
- Larger hall space (at least 100) (Request for space for at least 10 tables of 6 and a raised area / stage); and opening between Hall and Lounge as wide as possible
- Bar serving area
- Dishwasher in kitchen, glass washer in bar
- Combine meeting room with games room – flexible space with folding tables / stackable chairs (and move archive room so it still has a door into the meeting room and to the outside. N.B. Archive does not need windows so could go in a 'dark space'). This would free-up space for a bar serving area and for the Hall and Lounge to be lengthened.
- Useful to keep a disabled toilet in this end of the building.
- Glazing: consider raising the lower edge of the long windows to provide some protection from footballs, stones etc
- Concern about the aesthetic of the roof profile on the car park side particularly in relation to the nearby listed almshouses
- Is there sufficient cover over the main entrance and over all exterior doors?
- Is it possible to have a retractable awning over the decking area?
- Suggestion for small kitchenette area with the meeting room / games room
- Suggestion for an external covered area near the games room with tap and electrical socket
- White render, silver/grey 'wood' panels, grey/black tiles (to camouflage solar panels)
- Car park entrance wide enough for two cars to pass (if possible).

iii. **Date for public viewing of new revised draft plans:**

1. **Tuesday 13 May 5:30 pm – 6:30 pm in the Parish Hall.**

13. Playground Equipment

- a. Awaiting quote for maintenance / repairs from Fenland Leisure Products.

14. Street Lighting

- a. Outage on Church Street

15. Planning

a. **Applications received since the last meeting**

- i. **LA/25/0453:** Works to repair collapsed south gable wall of building at **10 Common Place**. Link circulated. No objection.
- ii. **PF/25/0305:** Single storey extension to dwelling and installation of window at ground floor in side elevation at **Mileham House Swan Entry**. Link circulated. No objection.
- iii. **PF/25/0576:** Erection of detached outbuilding (garden room) in grounds of dwelling at **4 Westgate**. Link circulated. No objection.
- iv. **PF/25/0657:** Proposed single storey side extension and front porch extension at **St Seiriol Crown Yard 5 Guild Street**. Link circulated 3 April. No objection.

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- b. **Decisions made by NNDC:** none.

16. Correspondence: circulated as usual.

17. Items for report or future agenda

- a. It was noted that the next meeting is the Annual Meeting when the first item on the Agenda is the election of a Chair.

18. Next meeting is the Annual Meeting of the Parish Council on **Wednesday 14 May 2025** at 7:15 for 7.30 pm in the Parish Hall

Meeting closed at 8 pm

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 01/04/2025*

Meeting of Walsingham Recreation Trust

Following the Parish Council meeting Wednesday 9 April 2025

- 1) The minutes of the previous meeting on 12 March 2025** were approved and signed.