

WALSINGHAM PARISH COUNCIL

Present:

Lee Acton, Paul Creasy, Brian Landale, Nigel Morter, Vanessa Paige, James Woodhouse (Chairman),

Meeting of the Parish Council on Wednesday 9 July 2025 at 7:15 for 7:30 pm in the Parish Hall

MINUTES

Thank you to Brian Landale for being the Chairman for over 50 years and for all that he has done for the community over the years. Welcome to Paul Creasey (he completed a declaration of office).

1. **Apologies** from Tom Lane, Julia Marozzi, Elizabeth Meath Baker, Clare Williams and PC Jonathan Kentfield were accepted.
2. **Declarations of interest** by the Councillors in any of the agenda items listed below. None.
3. **Minutes of the Meeting** on 14 May 2025 were approved and signed.
4. **Matters arising** not otherwise on the agenda
 - a. It was noted that overgrown paths could be reported to the Estate Office (01328 820259). The paths are on the cutting / strimming list but sometimes, particularly in warm and wet conditions, the growth can be significant between the scheduled cuts and the Estate can then make arrangements for an interim cut.
 - b. Speed limit reduction still not implemented at Egmere (Clerk to follow up with Highways, Nigel Morter to follow up with NCC Michael Dalby).
 - c. Request from a parent for a bus shelter on the green at Great Walsingham for high school children.
5. **Report from County Councillor** via email.
6. **Report from District Councillor** not present.
7. **Police Matters**
 - a. It was noted that the police will carry out speed checks on Wells Road
8. **Highways**
 - a. **Potholes and other highway faults** should be reported via the website:
<https://apps.norfolk.gov.uk/HighwaysDefect/default.aspx>
9. **SAM2**
 - a. The SAM2 unit was on Scarborough Road during May and June 2025 monitoring traffic speed and the volume of vehicles coming into the village.
From 25 May to 9 June 2025
 - 7,951 vehicles were recorded coming into the village with an average of 524 per day.
 - The peak times of travel were
 - Mid-night to 1 am (average of 43 vehicles)
 - 1 pm and 2 pm (average of 47 vehicles)
 - The maximum speed was 65 mph at 4 pm on 4 June 2025 (and the average speeder was travelling at about 40 mph).
 - The majority of vehicles were travelling below the speed limit which is 30 mph. The 85th percentile speed (i.e. of 6,758 vehicles) was 34.3 mph; and the average speed was 19 mph.
10. **Finances**
 - a. **Statement of Accounts was approved**
 - b. **The following payments were approved:**

HMRC	NIC	£49.83	25/05/2025
Claxton Hall Arch. Ltd.	VH plans incl video & meeting	£4,413.60	27/05/2025
Josh.Biz (UK) Ltd	website name renewal, hosting and maintenance	£490.00	27/05/2025

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North Norfolk District Council - Direct Credits	Lottery Licence	£20.00	19/06/2025
V Paige	grass cutting	£420.00	19/06/2025
Carben Construction	demolition of Village Hall	£7,812.00	19/06/2025
HMRC	NIC	£49.83	24/06/2025
AJGIBL GBP CLIENT NST ACCOUNT	insurance premium	£3,172.50	03/07/2025
Joanna Otte	expenses	£51.35	
V Paige	grass cutting	£420.00	
Claxton Hall Arch. Ltd.	VH plans & consultation with QS	£804.00	
Richard Cross	QS report	£420.00	
NNDC	emptying litter bins	£386.88	
Norfolk Copiers	service charge	£204.69	

- c. Opening a cash deposit account at CCLA – to confirm signatories and complete paperwork – work in progress

11. Village Hall Rebuild

- a. **Demolition** of remaining structures has been carried out the site levelled and some crush left secure for the base of the car park. It was noted that if Carben Construction do not do the work for the car park then additional payment will be due.
- b. **Plans:** amendments have been made to: change to layout of toilets and door in corridor so disabled toilet is on the hall-side of the door; the opening between the hall and seating area is as wide as possible; addition of a fire exit door at south-east corner of hall; and of an air source heat pump and plant room near the storeroom.
- c. **Financial Risk Management** – circulated via email
- d. **Business Plan** has been updated including a cash flow forecast for the Phoenix Project and a budget forecast for the Village Hall.
- e. **Next steps**
 - i. It was agreed that the **Planning Application** should be submitted to NNDC for approval (Parish Councils are eligible for 50% discount on cost of application).
 - ii. **Reapply for lottery funding** and apply for other smaller grants. It was noted that an initial application had been submitted to the Reaching Communities National Lottery Fund.
 - iii. **Quotes for building:** make arrangements with Claxton Hall Architectural to get quotes from builders. Consider the brief to put out and how the builder and other contractors will be chosen.

The Clerk was thanked for her hard work on this project.

12. Village Fete and Rock on the Rec: 30 August – Cillian still needs helpers

- a. James, Vanessa and Lee to get in touch with Cillian

13. Street Lighting

- a. It was noted that no payment had been called for via DD for some months.

14. Planning

- a. **Applications received since the last meeting**
 - i. RV/25/1019: Internal and external works to dwelling and associated outbuildings including renovations, repairs, alterations and elements of demolition, without complying with condition 2 (approved plans) of listed building consent LA/22/1609 to allow revision of garage roof material from zinc sheeting to red clay pantile at **7 Bridewell Street**. Link circulated 8 May. No objection
 - ii. RV/25/0804: Demolition of outbuilding and erection of replacement building as extension to dwelling; single storey extension to dwelling; external alterations to dwelling and

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outbuildings/barn including new and replacement windows, without complying with condition 2 (approved plans) of planning permission PF/22/1579 to allow revision of garage roof material from zinc sheeting to red clay pantile at **7 Bridewell Street**. Link circulated 8 May. No objection.

- iii. PF/25/1120 & LA/25/1121: Removal of degraded conservatory and erection of a single storey rear extension at **Mill House 5 Scarborough Road**. Link circulated. No objection.

b. Decisions made by NNDC

- i. PF/25/0728: External alterations following removal of single lean-to (re-submission of PF/21/3021) at **St Seraphims Station Road**. APPROVED
- ii. PF/24/2612: Erection of a two storey detached dwelling within rear garden area of 18 Bridewell Street at **St James Cottage 18 Bridewell Street**. APPROVED.
- iii. PF/25/0657: Proposed single storey side extension and front porch extension at **St Seiriol Crown Yard 5 Guild Street**. APPROVED.
- iv. PF/25/0732: Two storey side extension and single storey side extension to dwelling, replacement garage, replacement windows and rendering to external walls at **Windsor House Wells Road**. APPROVED.
- v. RV/25/1019 & RV/25/0804: Demolition of outbuilding and erection of replacement as extensions and Internal and external works to dwelling and associated outbuildings including renovations, repairs, alterations and elements of demolition, without complying with condition 2 (approved plans) of listed building consent LA/22/1609 to allow revision of garage roof material from zinc sheeting to red clay pantile at **7 Bridewell Street**. APPROVED.

15. Correspondence: circulated as usual.

16. Items for report or future agenda

- a. Brian Landale gave a large thank you to the clerks that he had worked with over the years and especially to Joanna.
- b. Policies to adopt: Bad Debt Policy & Investment Policy
- c. Bus shelter on the green at Great Walsingham
- d. Footpaths
- e. Egmore speed limit

17. Next meeting is on Wednesday 10 September 2025 at 7:15 for 7.30 pm in the Parish Hall

Meeting closed at 8:20 pm

Joanna Otte, Clerk to Walsingham Parish Council, email: walsinghampc@googlemail.com Tel. 01328 822366
Little Manor, Thursford Road, Little Snoring, Fakenham, NR21 0JN *Agenda prepared by 02/07/2025*