

Clerk Report – March 2019

Pond Matting – Pinned down w/c 14 January 2019 by Highways engineers. Clerk arranged with Highways for contractor to cut the black matting back to the current water level and pin down more. This will also act as a point for review the level of water through the year. The Environment Agency advised that no permit required to carry out work to the banks of the pond. They did sign post the Clerk to Coir rolls which is on the March agenda for discussion. The IDB advised by email on 21.02.19 following an enquiry from the Clerk that the Board would have no issues with the use of coir rolls and they should not be placed in front of any inlet/outlet to the pond.

The Row, Pipe – This work appears to have been completed by Highways.

Playing Field Hire Form – The Village Hall Committee and Project Team need to prioritise their work for the new hall and therefore are unable to commit to this project currently. The Clerk has added to the forward work programme for the Parish Council to revisit in July.

Parish Precept – The return was made to the Borough Council for agreed amount in January.

Election Planning – The Clerk had placed information in regard to the Elections on the website, G4, Facebook. Any candidates needing electoral role numbers can contact the Clerk who will be able to provide. There is also links to the Borough Council website on their Elections page from the Wereham Parish Council website.

Handyman – He agreed to take cuttings of the Buddleia around the pond, installed a new flat seat swing in the play area purchased from Wickstead and swept the gravel back towards the cemetery. He also installed a new post in the ground on the inside of the cemetery to bring the bush inwards.

Asset Inspection – The Clerk undertook an Asset Inspection and completed a catalogue of pictures as part of the review of the Asset Register to be approved in May as part of the Audit work. This is also supplied to insurance companies as part of the renewal.

St Margaret's Churchyard Trees – The Clerk finalised with CGM a tree report updated, and this was subsequently approved by the Diocese. The contractor approved agreed to carry the necessary work out over two days early March. For remaining five trees there were tree climbing surveys advised in the report which was actioned under health and safety for £750 plus VAT, including part of the payment in being the amount of cost to the tree work that had decreased in the revised report, mainly that the Fir Tree in the churchyard no longer needed felling. The tree climbing survey results are pending. The Clerk will confirm with CGM when a further tree report should be actioned following the resolution of July 2017 findings. The Council have the two-year priority work to approve on the agenda in March.

Cemetery Memorials – Clerk renewed notices on those that had been laid down in the cemetery early February. The Clerk has placed a notice on the website and Facebook asking for memorial next of kin responsible to come forward and share details with the Clerk. The Clerk has emailed the inspecting company on memorials within the St Margaret's Churchyard to arrange an inspection. The PCC advised on email that the memorials as inspected visibly in their four yearly report but not physically. The Clerk purchased an Ordinance survey plan for £30 in February for the smooth running of the Parish Council for record keeping purposes.

Flegg Green – Hollies Development TPO Trees – TPO trees were cut down and Richard Fisher Tree officer was aware by a call from Cllr Colin Sampson and the Clerk via Cllr Brian Bruce on 15.02.19. They were visiting on 18 February and agreed to update the Clerk after. The Clerk chased again on

20.02.19 for an update. The Clerk also requested on email a couple days before to ask for a list of trees with TPO's in Wereham that can be kept on file and shared with Councillors.

Drop box – The Clerk and Cllr J Hitching have been trialling the use of a Councillor only folder to be shared going forward. The idea is that it shares an Induction pack for new Councillors, and other important information for the role. The Clerk may be able to add on the next agenda (but not all) each time there is a meeting if easier to access. This may work for those using tablets to access in the hall without the need to save or print. Seemed to have worked okay. The current website includes up to 10 emails for Wereham Parish Council, the Clerk will arrange for these to be issued to new Councillors. In light of GDPR this is useful as accounts can simply be deleted should a Councillor resign or stand down. This can be done by the Clerk or if unsuccessful by the website hosting company.

Planning Decisions received to note only:

18/02063/F Wereham R G Produce New College Farm College Road Wissington Wereham Norfolk PE33 9AZ- Extension to agricultural store. Application Permitted 21 December 2018. Delegated Decision

19/00124/F Application Withdrawn. Rear extension and internal works at 2 Church Road Wereham King's Lynn

18/02047/LDE Wereham The Old Stables The Row Wereham King's Lynn Norfolk. PE33 9AY - Certificate Of Lawfulness: Use as an independent dwelling Was Lawful. 15 February 2019. Delegated Decision