

WEREHAM PARISH COUNCIL
Minutes
Ordinary Meeting of the Parish Council
Tuesday 8 September 2020 at 7.00 pm
Virtually Via 'Zoom'

Attendance:

Cllr Joanne Bruce Chairman
Cllr Jacki Hitching Vice Chairman
Cllr Annie Bruce
Cllr Sandra Calvert
Cllr Jonathan Marsh
Cllr John Millard
Cllr John Nicholls (from minute number 80/20-end)
Helen Richardson Parish Clerk and Financial Responsible Person

Also in attendance:

Public – 1 (Cllr John Nicholls from minute number 76/20-79/20)
Cllr Martin Storey, Norfolk County Council
Cllr Colin Sampson, Borough Council of King's Lynn and West Norfolk

76/20 Openness and Transparency Notice

Was read by the Chair.

77/20 To Consider and Accept apologies for absence

There were none.

78/20 To Receive Declarations of Interest on Agenda Items

There were none.

79/20 To Consider Approval of Parish Council Co-option

The Council had met John Nicholls the only applicant for the vacant position on the Parish Council by co-option prior to the meeting informally. John had prior received the Code of Conduct and Acceptance of Office Form prior to the meeting.

RESOLVED: That John Nicholls application to join the Wereham Parish Council under co-option be approved. (Cllr John Millard proposed; Cllr Jonathan Marsh seconded, all were in favour).

John Nicholls signed the Acceptance of Office form during the meeting at this point to enable him to join the meeting at this point as a Councillor.

80/20 To confirm as a correct record the Ordinary Meeting of the Parish Council on 14 July 2020 and the Extraordinary Meeting of the Parish Council held on 23 July 2020 and receive the Clerks Report

There were no proposed amendments. The following Clerks report was noted:

Drifting of Cars at College Road – The Clerk reported this issue to the Police at the end of July. They advised that they had forwarded it to the local Police officers for their awareness, but if any parishioner saw or heard anything to provide a vehicle registration directly to the Police via dialling 101.

Encroachment of Parish Council Land – The developer moved the manhole cover from the Parish Council land early August and the issue was now resolved.

Play Area Signage – The Parish Clerk agreed with Borough Council to amend their play area signs for Wereham and under Health and Safety delegations sort printing on hard plastic to be displayed at the play area in relation to Covid and safety. The cost of the sign was £7.50 plus VAT.

Remembrance Sunday Wreath – An additional wreath was purchased last year and would be provided for this year and therefore no purchase was required.

Play Area Baby Swing - This broke at the end of August and the Clerk is arranging a replacement, the Clerk agreed to instruct the Handyman to take the broken swing away and store until the replacement was received.

Planning Applications Received for Comments In-between Meetings

20/01198/F Agricultural potato chitting store at R G Produce New College Farm College Road
Wissington Wereham KINGS LYNN – No comments returned.

RESOLVED: That the minutes of the Ordinary Meeting on 14 July 2020 and Extraordinary Meeting on 23 July 2020 of the Parish Council be approved as a true record of the meeting. (Cllr Jacki Hitching proposed, Cllr Jo Bruce seconded, all were in favour).

81/20 To Approve Movement of Goalpost to the Rear of the Playing Field

The Clerk had received quotes in regard to moving the multi goal and basketball equipment to the rear of the playing field, but it was felt a better value for money option should be explored further. Cllr Sandra Calvert and Cllr John Nicholls agreed to investigate and feedback to the Council. The Clerk agreed to discuss with the resident of a nearby property about the project and feedback to the Council.

82/20 To Approve Resurfacing of Play Area Matting

The Clerk agreed to obtain three quotes for the Fibrefall and Wetpour flooring and any reasons for using one over the other. The Clerk would explore movement of the goalpost as part of a combined project with the new equipment. It was agreed to send quotes around the Council once received and potentially hold an Extraordinary meeting to resolve.

83/20 To Approve Purchase of Play Equipment for Older Children on Playing Field – ‘Bird Nest Swing’

The Clerk agreed to seek a floor covering quote required for the new play equipment and discuss further.

84/20 To Approve Purchase of Dog Waste Bin, Emptying Costs and Installation Costs on Queens Close Junction Next to Grit Bin, pending permissions from Highways as Street Furniture

The cost of one new dog bin was £133.02 excluding VAT with fixings; installation fee was approximately £30 and collection fee by the BCKLWN was approximately £75 per annum. The Clerk would need to obtain a street furniture licence, but first would liaise with the adjacent property to the proposed area.

RESOLVED: That a new dog waste bin for the Queens Close junction together with installation and ongoing emptying costs be approved pending Highway and Local Resident Consultation. (All were in favour).

85/20 To Discuss and Approve Use of Playing Field as a Car Park during Wedding Events Hosted by the Village Hall and a Booking Next July 2021

Any hire of the field would be weather dependent and the Council agreed that the current hire form in place should suffice. The Clerk agreed to email around the form to the Councillors for any comments before using it officially.

86/20 To Discuss Wereham Parish Council Action Plan 2020/21 and Amend where appropriate

The Council agreed to review the action plan and discuss further at the next meeting.

87/20 To Approve Renewal of Annual SLCC Membership for the Parish Clerk

RESOLVED: That the Annual SLCC Membership for the Parish Clerk totalling £53.66 as a third proportion be approved. (Cllr Jo Bruce proposed; Cllr Jacki Hitching seconded, all were in favour).

88/20 To Approve for the Cemetery Records to be Kept Electronically, Digitised and Deposited at the Norfolk Record Office

The Council unanimously agreed for the Cemetery Records to be kept electronically as per regulations and original hard copy registers deposited at the Norfolk Record Office as soon as possible.

89/20 To Approve the Data Protection Audit and Review of the Data Protection Policy, and Adopt the Model Scheme of Publication

The Council agreed for the approval of the Data Protection Audit and annual review of the Data Protection Policy. The Council agreed approval of the model scheme of publication.

90/20 To Receive Bi-Monthly Village Inspection Report from the Clerk

The Clerk had conducted the bi-monthly village inspection and shared it with the Council. The Clerk agreed to action all items in the report. The Clerk agreed to ask Highways to trim the hedge down the row on the left just before the cemetery.

91/20 To Approve Continuing Engagement with Current Payroll Provider for a further 12 Months

RESOLVED: That the Payroll provided be engaged for a further 12 months as per circulated contract. (Cllr Jo Bruce proposed, Cllr Sandra Calvert seconded, all were in favour).

92/20 To Approve Transfer of Funds in Community Account to new online account including movement of any Standing Orders and Direct Debits

RESOLVED: That the transfer of funds from the Community Account be transferred to the new online account including any Standing Orders and Direct Debits. (Cllr Jo Bruce proposed; Cllr Jonathan Marsh seconded, all were in favour).

93/20 Planning Application Received for Consultation: 20/01294/LB Listed building application to re-open an original window which has previously been bricked up at The Cottage Church Road Wereham King's Lynn Norfolk PE33 9AP

The Council had no comments.

94/20 To Approve Payments to date

	Cheque No.	NET	VAT	TOTAL
Clerk Wages - July		244.60	0.00	244.60
Clerk Wages - August		236.80	0.00	236.80
HMRC July and August - PAYE		112.00	0.00	112.00
CGM - Grounds Maintenance		183.04	36.61	219.65
CP Tree Services Annual Cut		550.00	0.00	550.00
Solicitor Fee – Land Related Matter		315.00	60.00	375.00
Eon - Streetlights - July	Direct Debit	23.52	1.18	24.70
EOn - Streetlights - August	Direct Debit	23.52	1.18	24.70
TOTAL TO BE PAID		1688.48	98.97	1787.45

RESOLVED: That payments for July and August be approved as presented. (Cllr John Millard proposed, Cllr Sandra Calvert seconded, all were in favour).

95/20 To Receive Councillors Concerns and Agenda Items for next meeting

The Parish Council noted that large numbers of ducks had disappeared from the pond and it would be monitored.

Wildeast project in East Anglia was encouraging every community to have a wildlife policy and get 20% all open land set aside for wildlife. It would help reduce maintenance costs in the village by keeping some open spaces such as the playing field or churchyard to be wildlife friendly. The Eastern Daily Press had covered the project which was called it 'rewilding'. It was agreed to discuss at the next meeting and the Clerk to circulate further details.

Cllr Colin Sampson shared that a unitary council was back on the agenda for the Norfolk County Council and Borough Council. He shared that he supported 'rewilding' in arrears such as the old churchyard which was an ideal space and around the edges of the playing field and any other parish land that was open. The large main verges around the village could be 'rewilded' as long as there was a cut around the edge for vision splays. Water Resources East which covered most of England were tasked with ensuring there was enough water at the right time. There was a projected water shortage over the next few years and their work focused on what needed to be done.

96/20 To Approve Date of Next Meeting – Tuesday 10 November 2020 at 7 pm

It was noted.