

**WEREHAM PARISH COUNCIL**  
**Ordinary Meeting of the Parish Council**  
**Tuesday 7 September 2021 at 7.00 pm**  
**In the St Margaret's Church, Wereham**

**Attendance:**

Cllr Joanne Bruce (Chair)  
Cllr Annie Bruce  
Cllr Jonathan Marsh  
Cllr John Millard  
Cllr John Nicholls  
Cllr Sandra Calvert  
Helen Richardson      Parish Clerk and Financial Responsible Person

**Also in attendance:**

Public – 0

**Public Participation**

There was no public present

**85/21 Openness and Transparency Notice**

The Chair read the notice.

**86/21 To Consider and Accept apologies for absence**

Apologies for Cllr Jacki Hitching (personal reasons) were accepted. Cllr Colin Sampson (BCKLWN) and Cllr Martin Storey (NCC) were unable to attend.

**87/21 To Receive Declarations of Interest on Agenda Items**

Cllr Sandra Calvert (item 89/21) and Cllr Jonathan Marsh (item 90/21) declared an interest in regard to items on the agenda to discuss planning applications.

**88/21 To confirm as a correct record the Minutes of the Ordinary Meeting of the Parish Council on 13 July 2021 and Clerks Report as Matters Arising**

The Clerk confirmed that once planning approval had been received she would contact the Diocese of Ely to notify of the works, it was noted that works were minor so it was not expected that a faculty approval would be required. The Clerk agreed to chase up CGM again in regard to cutting the cemetery hedge urgently.

**RESOLVED:** That the minutes of the Ordinary Parish Council meeting held on 13 July 2021 be approved as a true record. (Cllr Annie Bruce proposed; Cllr Sandra Calver seconded, all were in favour).

**89/21 To Discuss Planning Application Consultation: 21/01574/F Wereham Site access to be widened from site boundary and to utilise the existing drop kerb to allow for improved access Holme Oak Stoke Road Wereham King's Lynn Norfolk PE33 9AT**

The Parish Council discussed the error in the submission to the application that was previously withdrawn and the Clerk agreed to write to the applicant to apologise as explained via a telephone call due to an amendment error by Councillors. It was noted that the applicant had advised it had been withdrawn and therefore there was no need to resubmit. The Parish Council discussed the application and found no objections in regard to the application.

**RESOLVED:** That there are no objections in regard to the planning application 21/01574/F. (Cllr John Millard proposed, Cllr John Nicholls seconded, five were in favour and one abstained due to a declaration of interest).

**90/21 21/01242/F Wereham Erection of single storey extension to the side of existing bungalow, a new ground source heat pump and a new sewage treatment plant to replace cess pit Fenlands Farm College Road Wissington Wereham KINGS LYNN Norfolk PE33 9AZ**

The Parish Council discussed the application and had no objections.

**RESOLVED:** That there are no objections in regard to the planning application 21/01242/F. (Cllr Annie Bruce proposed, Cllr John Nicholls seconded, five were in favour and one abstained due to a declaration of interest).

**91/21 To Discuss and Approve Any Action in Relation to the Village Sign (New or Refurbishment) and Costs**

The Parish Council discussed the Village Sign refurbishment and asked the Clerk to seek comparable costs of a new sign vs refurbishment as a resident. The Parish Council commented that it was great that the residents had volunteered to take part in the refurbishment project. One resident had come forward to sketch a new painting for the reverse of the sign and recolour the front and another resident had come forward to plant a garden area around the sign when back in situ.

[Subsequent to conversations detailed in the above minute from the meeting, a resident confirmed they were able prepare the sign for painting, the Clerk confirmed to the Council on email and asked the resident to continue their work to the sign in order to prepare it for painting. The Clerk would also be contacting the artist who was a resident to ask them to prepare a sketch for the November meeting for further discussion, but no further quotes on a new sign would be progressed at this time].

**92/21 To Discuss and Approve Any Response to the BCKLWN Local Plan Consultation**

The Council had been offered consultation in regard to the Local Plan that was under review. Alan Gomm, Principle Planning Manager advised of the following *"I don't think there is any cause for concern here. The site G114.1 site is the same as that which has been allocated since 2016 in the SADMP Plan. The description is the same one, and carried over to the Local Plan Review document. As the text states permission has been given and I believe construction is underway. We are not making any further proposals near the Village Hall or otherwise"*, he further advised that:

- *"There are no particular new policies for Wereham*
- *However, Policy LP31 'Residential Development Reasonably Related to Existing Settlements Policy' is something new which could affect any settlement in the area.*
- *The level of housing growth is less than previously so less villages are expected to accommodate new housing.*
- *There's a new Climate Change policy – LP06, a hot topic at the moment."*

The Clerk agreed to source the LP31 and circulate to the Council. Cllr John Nicholls agreed to find a hard copy of the Parish Boundary Map as he had been interested to know more about it. The Clerk agreed to put the public footpath document created from NCC information on the Parish Council website. The Parish Council wished to return comment to the Borough Council as part of the consultation to advise that they were pleased there was no further amendments to the local plan for Wereham, because Wereham was a small rural village with no infrastructure to sustain large developments and there were enough development sites in the framework to put forward in the future. The Clerk agreed to make the return of comments.

**93/21 To Discuss and Approve Any Action in Relation to the Norfolk County Council Parish Partnership Fund Grant Application for 2022/23**

The Clerk agreed to chase Highways in regard to 'pedestrians in the road' signs at either end of School Lane. The Clerk agreed to check if there was a Give Way sign on the Cavenham Road and School Lane junction and seek advice from Norfolk County Council. The Clerk agreed to explore with Highways the possibility of a scheme to improve the layby and road visibility to the access and area around the entrance to the cemetery as part of the Norfolk County Council Parish Partnership Scheme 2022/23 and bring further details to the November meeting.

#### **94/21 To Discuss and Approve Any Action in Relation to Dog Waste Bin Capacity in the Village**

The Council felt the locations and capacity of the dog waste bins were sufficient. The BCKLWN had advised that the operatives who empty the dog waste bins were on average three quarters full at the point of empty every other week. The Council agreed no further action was required.

#### **95/21 To Approve Discuss Pond and its Management**

The Council agreed that the ground work to the pond needed to be resolved before payment for the dredging of the pond could be actioned. The contractor who performed the dredging advised the Council that the fish stock levels in the pond was too high and the Clerk had contacted the EA Fisheries and Biodiversity Officer for advice who suggested the Council contact a fishery to see if they might be interested in removing and keeping some stock.

The Council discussed the silt that had come out of the pond which was reported to be in excess of 200 tons' part way through the operation. There had been chalk on the field where it had been deposited. Highways had advised the Council that a pipe needed to be out of the water to avoid flooding in the area so it was urgent that this work be carried out, Highways were paying half the cost of the project. The Clerk agreed to confirm that the additional £200 on invoice was in regard to the hire of dump trucks. [subsequent to the meeting the contractor confirmed and the Councillors had been notified on email prior in the project that the cost was due to the hire of dump trucks, a change of plan close to start date to avoid slippage in the project by at least 12 months]. The use of the farmer's field had saved the parish around £8k as an alternative to sending to landfill. The Clerk agreed to thank the local farmer and his son for their involvement in the pond dredging project.

The Clerk agreed to find out if the Councillors were covered on insurance for lifting the sluice in the same way as an employee. There were volunteers and Councillors that may be interested around the village to keep an eye on the pond and notify the Clerk of action by using photos and notifications to seek her approval and to be logged. The Handyman was due to tidy around the pond and the bottom of the length of the willow from the pond, and also install the Coir Roll lengths on the slopped slide of the pond in the same way as previously actioned, the Council would address any adjustments needed to the installation when actioned but this would not be known until after.

#### **96/21 To Receive and Approve Any Action in relation to the Bi-Monthly Village Inspection**

The Bi-Monthly inspection was due to be conducted by Cllr Jacki Hitching and the Clerk agreed to chase up outside the meeting, anything urgent would be dealt with.

#### **97/21 To Discuss Anti-Social Behaviour Incidents in the Village**

The Clerk met with a local Police Officer, the Chair of the Village Hall, Cllr John Millard in his Village Hall capacity, and another member of the Village Hall Committee in August to discuss the antisocial behaviour in the village. After discussion it was agreed that the Clerk send the Police Officer the Council's logo to create a letter to the whole village to advise and encourage the reporting of any anti-social behaviour. The letter would be distributed with G4 magazine. The Village Hall were seeking separate advice from the Police on measures they could take to secure and prevent further damage from unwanted asb activity at the building. The Council considered that their role was to signpost residents to report any incidents to the Police so that the Police can keep a log of activity and build a picture of antisocial behaviour in the village.

#### **98/21 To Approve Payments to date**

<b>Sept 2021 Payments for Approval</b>			
	NET	VAT	TOTAL
Clerk Wages - July and August 2021 (	546.53	0.00	546.53
HMRC July and August 2021 - PAYE	129.40	0.00	129.40
Handyman - Grounds maintenance, remove elder near pond, weed pond railings, turn pump on and off at pond over holiday time - 2 hours	45.00	0.00	45.00

St Margaret's Church Hire - July and September 2021	50.00	0.00	50.00	
CGM Grounds Maintenance	458.34	91.67	550.01	
External Audit - Littlejohn PKF	200.00	40.00	240.00	
EON - Street lighting - July 2021	23.52	1.18	24.70	
EON - Streetlighting - September 2021	23.52	1.18	24.70	
				To be held back until ground works is resolved
Wereham Pond Dredging - ADC	10100.00	2020.00	12120.00	
Pre-paid Invoice - Pond Coir Rolls - Salix Ltd (PAID)	544.50	108.90	653.40	
<b>TOTAL TO BE PAID</b>	<b>12120.81</b>	<b>2262.93</b>	<b>14383.74</b>	

**As 24.08.21 Unity Trust Bank**

**38575.28 TOTAL**

The Barclays bank account is now closed having transferred the remaining balance of £7709.36.

**RESOLVED:** That payments as presented be approved, and the pond dredging contractor's invoice would be approved but not paid until after work to the pond edge had been satisfactorily resolved. The Chair and Clerk will confirm to go ahead with payment when satisfied of the pond edge.

**99/21 To Receive Councillors Concerns and Agenda Items for next meeting and Forward Work Programme**

The November meeting would focus on the draft budget for 2022/23 and the Clerk would be emailing in October the information for Councillors to consider in advance. The Council agreed to think about projects for the next financial year from April 2022 onwards.

The Council noted a letter from a resident in regard to straw left on School Lane recently and agreed to investigate any resolutions needed. There had also been a query in regard to verges and ditches along Cavenham Road which the Council also agreed to review outside the meeting and if resolution was needed it would be actioned.

**100/21 Approve Date of Next Meeting**

That the next meeting on Tuesday 9 November 2021 at 7 pm in the St Margaret's Church be noted.