

WEREHAM PARISH COUNCIL
Ordinary Meeting of the Parish Council
Tuesday 11 January 2022 at 6.30 pm
In the St Margaret's Church, Wereham

Attendance:

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

Also in attendance:

Residents of Wereham - Public – 0
Cllr Martin Storey, NCC, County Councillor
Cllr Colin Sampson, BCKLWN, Borough Councillor

01/22 Openness and Transparency Notice

The Chair read the notice

02/22 To Consider and Accept apologies for absence

Apologies were received from Cllr Jacki Hitching (illness) and were accepted.

03/22 To Receive Declarations of Interest on Agenda Items

Dispensations were applicable in regard to discussing the Budget and Precept 2022/23.

04/22 To confirm as a correct record the Minutes of the Ordinary Meeting of the Parish Council on 23 November 2022 and Matters Arising (Clerks Report)

RESOLVED: That the minutes of the Ordinary Parish Council meeting held on 23 November 2021 be approved as a true record. (all were in favour). The Clerk noted work for the Handyman.

Clerk Report

Trees in Churchyard – As requested by the Council the Clerk emailed Richard Fisher on 23 November 2021, and forwarded the latest tree survey by a qualified contractor to query if there should be anything additional to the report in his view in relation to the trees in the Church yard. He emailed back on 8 December to advise that he had read the health and safety survey and did not think that the Council needed to do anything else other than what was on the report.

Common Land – Rewilding (wild flowers) – The volunteering group are taking forward the preparation of a testing area for wild flower seeds to be planted as approved by NCC on their land.

Pond Grass – An extra cut was actioned in December.

Fish Stock – A third quote and discussion would be available for the March meeting.

Cemetery Records on Scribe – These were now uploaded onto the system from the Register of Burials. The Clerk needs to add EROB; Register of Graves and Memorial information to the system. All hard copy books will be archived at the Norfolk Record Office in Norwich. The Clerk will start using the system for new burials and was already using it for burial invoices.

School Lane - The Clerk emailed Highways on 14th September for confirmation signs to advise of no footway and pedestrians in the road would be added and they confirmed they were in their stock to be installed and would be actioned as soon as possible.

The Row – NCC Water Management Tunnel – The Clerk made contact with NCC Water Management to request they call her back on 7th December but no return phone call has been received to date. This was just to sign post them to the row tunnel flooding that a resident contacted them about. The Resident was advised to make direct contact with NCC to report all issues.

Road Sweeping – This was arranged with BCKLWN to coordinate communications with residents for 16th December.

Hedging on Cavenham Road – A second round of funding for 80 m of hedging was successful and the volunteer group will take forward the installation and with the farmer when received in January.

Hedging in the Cemetery – The Volunteer groups and scouts were planning to plant mid-January, the cemetery was parish council owned land.

Streetlight Cleaning – The Contractor confirmed this was completed Mid-September as per contract for an annual clean.

Parish Partnership Bid (Cemetery Pathway) – The estimate received for a new footpath was up to £8100 which would be shared 50% between NCC and the PC. There was no cheaper option such as a trod as the Highways Manager advised that it would need to be a proper kerb otherwise people would park on it. The Clerk submitted the application prior to the deadline of 10th December 2021. Pending the outcome of the application, the Council will further review and design the plans with NCC post April 2022. The costs have been included in the budget.

Works from Bi-Monthly Inspection - The Clerk arranged some of the works on the inspection to be resolved:

- Sign by pond – up righted as fallen over. This was in a bucket and can be righted by anyone should it happen again.
- Added a new dog fouling sticker to play area sign
- Clerks details are present on sign on gate
- Added postcode for defibrillator location to the box
- Checked all dog bins and asked Handyman to cut around Cavenham Road and The Row.
- Asked the Handyman to move netting around pond around mud and grass the area.
- Asked the Handyman to remove leaves from drain sluice
- The Clerk asked the Handyman to remove leaves from the sluice, move the netting around the pond and purchase £8.80 of grass seed to seed it.
- The Clerk asked the Handyman to review the installation of the fencing at the goal and he resolved the issue.
- The Clerk agreed to ask the Handyman to clear debris on the Common Land and a cut bush the other side of the pond.

Planning Applications Received for Comment Between Meetings

21/02212/LB Wereham Proposed exterior lighting and window boxes installed to principal elevation (retrospective) Vicarage House Church Road Wereham King's Lynn Norfolk PE33 9AP. No comment returned.

Planning Applications – No Consultation Required

21/02156/LDE Wereham Application for a Lawful Development Certificate for the existing occupation of Northfield, Wereham in non-compliance with condition 2 of planning permission 2/81/1168/F (Agricultural Occupancy Condition) Northfield The Row Wereham King's Lynn Norfolk PE33 9AY

21/01872/PACU3 Wereham Agricultural Barn To The Rear of Holme Oak Stoke Road Wereham King's Lynn Norfolk PE33 9AT - Notification for Prior Approval: Change of Use of Agricultural Building to four Dwellinghouses (Schedule 2, Part 3, Class Q) Prior Approval – Approved 15 November 2021 Delegated Decision. The Council were not a consultee to this application but wished to make the following point to the Planning Officer as follows and emailed on 16 November prior to the determination date set on 22 November: *In regard to this application, the PC understands that it is a permitted development application under consideration. However, it wishes to convey that it would expect this not to be considered as a permitted development application due to a number of reasons including highway safety concerns. We therefore trust that you will determine that the proposal does not constitute permitted development within the meaning of the Act and that an application for Planning Permission is required. Subsequently, when it comes forward as a standard planning application, the Parish Council and residents can then formally-scrutinise and comment and that is what it believes is the fairest way for this to be processed. The Council notes the public comments that has been submitted in objection again for various reasons.* The Council were told by the Planning Officer that the determination date was on 22 November 2021, and this was the date displayed on the public portal, and to send any email in

by this time, however the decision was brought forward by nearly a week on 15 November 2021 the day before the Council sent their email and the BCKLWN being aware that this comment was to be sent and the same as it was the first time this application which had been submitted for the second time had been received.

21/01840/F Barachel Flegg Green, Wereham. Variation of condition 2 of planning permission 17/02337/F Construction of three dwellings and garages to replace existing dwelling and outbuildings. Application permitted. 29.11.21 Delegated decision

21/00250/TREECA Wereham G1- Leylandii located at the top of Back Lane- To reduce in height by approx. 7m, leaving trees at approx. 7m above ground level, hedge cut both sides and ends retaining green cover, within a Conservation Area Crown House Church Road Wereham Norfolk PE33 9AP

Planning Decisions Since Last Meeting (no consultation required)

21/00139/TPO Wereham Holme Oak Stoke Road Wereham King's Lynn Norfolk PE33 9AT - 2/TPO/00538: T1 Horse Chestnut Tree T2 T4 T5 Holly Trees - Take top out. T3 T6 T8 T9 Sycamore Trees - Cut back lower branches. T7 Pine Tree - Take top out. T10 Pine Tree - Cut back lower branches TPO Work Approved 15 December 2021 Delegated Decision

05/22 To Receive and Approve Any Action in relation to Bi-Monthly Village Health and Safety Inspection, by exception

This was to be circulated after the meeting on email.

06/22 To Approve Tree Management Maintenance Costs

All insurance and training certificates to be provided by any contractor prior to confirming work.

RESOLVED: That £500 plus be approved spend on tree management work in relation to the latest tree survey within the churchyard, playing field and cemetery based on three quotes received. (Cllr Jo Bruce proposed, Cllr Sandra Calvert seconded, all were in favour).

07/22 To Approve Budget and Precept 2022/23

Project costs for the cemetery front edge safety redesign was included in the budget. There had also been discussions with volunteers on creating a woodland walk in the cemetery, and ideas for this would be presented to the Council in 2022/23 should it be progressed further.

The Council agreed to add to their March agenda the Queen's Jubilee which various groups including the Village Hall and Church were arranging for June 2022. The Council confirmed to Cllr Colin Sampson that they would like to accept the offer of £200 from his fund for the Jubilee event. It was noted that only items or ideas from groups or the Council that were specifically costed and named on an agenda could be agreed and needed to be provided to the Clerk in advance of agenda publication. The Clerk noted approval of the Bench to be a Jubilee design and for a tree to be planted with a plaque in the parish. The Council had received budget and precept information prior to the meeting for consideration.

RESOLVED: That the budget for 2022/23 as presented be approved and that the amount of £17,316 be applied for the 2022/23 precept as presented in the report to Council maintaining the current amount paid by parishioners. (Cllr Sandra Calver proposed; Cllr Jonathan Marsh seconded, all were in favour).

08/22 To Approve Payments to date

Jan 2022 Payments for Approval			
	NET	VAT	TOTAL
Clerk Wages - Nov and Dec 2021 plus expenses	626.75	0.00	626.75
HMRC Nov and Dec 2021 - PAYE	148.00	0.00	148.00
Information Commissioners Office - Annual Fee	40.00	0.00	40.00
St Margaret's Church Hire - January 2022	25.00	0.00	25.00

CGM Grounds Maintenance - October 2021 and Extra Pond Cut	168.60	33.72	202.32
Thomas B Bonnetts - Grass Seed Pond - HM	8.80	0.00	8.80
Local Seamstress - Operation London Bridge - 8x Black Arm Bands	18.63	0.00	18.63
Royal Images - Photo Operation London Bridge	37.00	7.40	44.40
Payroll Fee 2021/22	290.00	58.00	348.00
Eon Street lighting - Nov 2021	26.16	1.31	27.47
Unity Trust Bank Quarterly Charge - Dec 2021 (DD)	18.00	0.00	18.00
Reimbursement Volunteer Rewilding Common Land	87.92	0.00	87.92
Mole Management Oct - Dec 2021	57.93	0.00	57.93
Eon Street lighting - Dec 2021 (DD)	40.97	2.05	43.02
Handyman - sam2 movement, pond leave removal and fencing move	29.00	0.00	29.00
TOTAL TO BE PAID	1622.76	102.48	1725.24

As 04.01.22 Unity Trust Bank

TOTAL 31,176.36

(includes NCC 50% Funding towards pond dredging, coir rolls and installation £5472.50)

RESOLVED: That the payments as presented by approved. (Cllr Jo Bruce proposed; Cllr John Nicholls seconded, all were in favour)

09/22 To Receive Councillors Concerns and Agenda Items for next meeting and Forward Work Programme

The Council agreed to write a letter of complaint to the Planning Department at the BCKLWN in regard to their processing of a recent planning application and its determination date as detailed in the Clerks report, where the PC was not a formal consultee but it still wished to return a comment the date specified determination date however the BCKLWN determined it almost a week before this date and therefore the Parish Council's comments were not acknowledged.

Cllr Martin Storey, NCC:

- All should consider the detail for the CIL funding available to communities prior to making an application.

Cllr Colin Sampson, BCKLWN:

- If anyone had an issue they needed to discuss to contact him direct.

10/22 To Approve Date and Time Change for Next Meeting and Subsequent Dates in 2022 – Monday 7 March 2022 at 6.30 pm in the Main Hall, Wereham Village Hall and Subsequent date changes to be Monday 9 May (Annual Meeting of the WPC and Annual Parish Meeting; Monday 11 July; Monday 12 September and Monday 14 November 2022

RESOLVED: That these change to dates as specified on the agenda be approved.

Close: 8.15 pm