

WEREHAM PARISH COUNCIL
Ordinary Meeting of the Parish Council
Monday 11 July 2022 at 6.30 pm
In the Wereham Village Hall, Wereham

Attendance:

Cllr Joanne Bruce (Chair)
Cllr Charlie Bourne
Cllr Annie Bruce
Cllr Sandra Calvert
Helen Richardson Parish Clerk and Financial Responsible Person

Also in attendance:

Residents of Wereham - Public – 0
Cllr Martin Storey, NCC Councillor

Public Comments

There were none

61/22 Openness and Transparency Notice

The Chair read the notice

62/22 To Consider and Accept apologies for absence

Apologies were received and accepted for Cllr Jonathan Marsh and Cllr Jacki Hitchin (all were in favour).

63/22 To Receive Declarations of Interest on Agenda Items

There were none.

64/22 To confirm as a correct record the Minutes of the Annual Meeting of the Parish Council on 9 May 2022 and Matters Arising

RESOLVED: That the minutes of the Annual Meeting of the Parish Council on 9 May 2022 be approved as a correct record. (Cllr Sandra Calvert proposed, Cllr Annie Bruce seconded, all were in favour).

Matters Arising

Wereham Play Area Inspection Report – This was received mid-May. The Clerk will order a replacement bridge for other part of the play area equipment and tube plugs mentioned in report. The Handyman was asked to clean off bird faeces and a sign will be added to the goal equipment. There were numerous pieces of graffiti around the village, the Village Hall and the Parish Council had reported incidents to the local Police Officer.

Vacancy – The Parish Council advertised the vacancy which ended on 15th June. This is available for co-option if required.

Action List – The Clerk emailed this to the Council for information as a quarterly update.

Speeding on A134 – The Clerk had forwarded comments to the Highways Manager regarding the reduction of the speed limit on the A134.

Playing Field – Staking of the boundary between the village hall and PC land strip would be actioned in August.

Defibrillator Online Course – This was held on 4th July.

Petanque Application – The result was still not available; it would be added to the September agenda for decision should it be successful, but not accepted until after this time.

Bi Monthly Health and Safety Inspection – This would follow after the meeting and the Clerk will arrange action anything required.

AGAR 202021 – This was submitted to the external auditor.

Non Domestic Rates Review – The Clerk submitted this in relation to the Cemetery on 5th July 2022 to confirm no change.

Moles – April to June Report – Traps were set on playing field in March; April and June and removed, three moles were caught, with no activity in the cemetery.

End of Grant Monitoring – This was returned on 5th July for applications regarding the Jubilee.

Wereham Relief in Need Charity – The Parish Council confirmed after the May meeting to the Charity that the current representative would continue to May 2023 and a further four years would be agreed at the May 2023 meeting to be in line with the election terms.

Planning Decisions (BCKLWN) (no consultation required)

21/01893/F Wereham Vicarage House Church Road Wereham King's Lynn Norfolk PE33 9AP - Proposed Cart Shed / Store (redesign) Application Permitted 3 May 2022 Delegated Decision.

22/00393/F Wereham Barachel Flegg Green Wereham King's Lynn Norfolk PE33 9BA - Variation of conditions 1 and 3 and removal of condition 4 of planning permission 21/01840/F Application Permitted 3 May 2022 Delegated Decision

22/00083/TREECA Wereham Flintstones School Lane. Wereham Norfolk PE33 9AW T1 Goat Willow - Pollard back to union break about 3m. T2 Ash Tree - Reduce smaller Ash by up to 2m. T3 Beech - yearly maintenance - Trim top and sides. T4 Willow - Reduce by 4m. T5 Conifer - Remove. T6 Large Ash - Reduce by 2-3m within Conservation Area. Tree Application - No objection 16 May 2022 Delegated Decision.

22/00108/TREECA Wereham Land Off Church Road Wereham Norfolk - T1 Elder - To coppice. G1 6 x Wild Cherry, 1 x Ivy covered tree closest to road which has a weak union and crown reduce 1 x Ivy covered stem closest to road by 3m. T2 Lime - To raise to 2.4m above ground level. T3 Beech- To raise to 2.4m above ground level, reduce branches from cables to reduce snagging. Reduce branches from the road to ensure car park is unobstructed. T4 Hawthorn - To raise to 2.4m above ground level, remove detached hanging branches T5 Oak- To raise to 1.5m above ground level, reduce branches from the road cut low branches back from road by 0.5m. T6 Beech - To raise to 2.4m above ground level, reduce branches from the road to ensure 1m clearance. T7 Wild Cherry - To fell to ground level dead stem within a conservation area. Tree Application - No objection, 27 June 2022 , Delegated Decision.

65/22 To Discuss and Approve Any Action in Relation to the Parish Village Sign - Lettering and Base

A resident volunteer had shared ideas in regard to a base for the Village sign. The PC discussed and agreed felt that it did not have the budget to purchase a base for the Village Sign at this time.

RESOLVED: That up to £100 excluding VAT be spent on a metal base for the post of the village sign and up to £100 excluding VAT be spent on flowers to create a border around the base. And that lettering of the sign be reversed to show the new artwork as the front of the village sign. (Cllr Anne Bruce, proposed, Cllr Charlie Bourne seconded, all were in favour).

66/22 To Approve a Community Payback Scheme for September 2022

The Community Payback team had done a great job of painting the village centre in May. The Clerk agreed to ask the possibility of grounds maintenance work next Spring.

RESOLVED: That the Community Payback team be asked to attend in September to paint the play area with a budget of up to £500 excluding VAT. (Cllr Charlie Bourne proposed, Cllr Sandra Calvert seconded, all were in favour).

67/22 To Approve Parish Council Grant Payment to Cover Jubilee 'Big Lunch' Event for a Jazz Band

There had been a deficit of funds for a Jazz Band at the Big Lunch for the Jubilee weekend. The Parish Council had been asked to cover half the cost of £120. The Parish Council historically had not got involved within events in the village, as the Church and the Village Hall held and run events in the village which enabled them to fundraise. After much debate it was decided that the sum was a small amount to provide a contribution to the events that were run over a four-day period to help reconcile this shortfall, and it was noted that nobody had the appetite to be in the position again.

RESOLVED: That a contribution of £120 be provided to pay for the Jazz Band at the Jubilee Big Lunch Event. (Cllr Charlie Bourne proposed, Cllr Jo Bruce seconded, three were in favour and one abstained).

68/22 To Discuss and Approve Any Action in Relation to Birds Going into the Drainage Pipe at the Pond

The Parish council had a report from a resident regarding ducklings going down through the drainage pipe that ran off the pond. The Parish Council felt that anything that formed a dam may cause flooding in this area especially after sharp down pours of rain.

69/22 To Approve Cut Back of Wild Flowers Cemetery

Cllr Sandra Calvert agreed to review the area and report back to the Council.

70/22 To Approve Any Response to The Norfolk County Council Local List for Validation of Planning Applications Consultation Draft, 2022: Invitation to respond to our consultation

The Council noted the correspondence and had no comments.

71/22 To Approve the Review of Data Protection Policy, Audit and Model Publication Scheme

RESOLVED: That the Audit be noted and the Data Protection Policy and Model Publication Scheme be approved. (Cllr Jo Bruce proposed, Cllr Sandra Calvert seconded, all were in favour).

72/22 To Approve Review of the Working Party Terms of Reference

RESOLVED: That the Work Party Terms of Reference be approved. (Cllr Jo Bruce proposed, Cllr Annie Bruce seconded, all were in favour).

73/22 To Approve Payments to date

Description	Supplier	Net	VAT	Total
Service Charge	Unity Trust Bank	18.00	0.00	18.00
Street lighting				
Electricity	NPOWER	63.44	3.17	66.61
Hire of Hall	Wereham Village Hall	41.50	0.00	41.50
Pest Control	SJA Pest Control	57.93	0.00	57.93
Jubilee Grant	Volunteer Resident Refund	120.00	0.00	120.00
Play Area Inspection	Wickstead Leisure Ltd	121.98	24.40	146.38
Ground Maintenance	The CGM Group (East Anglia) Ltd	778.68	155.74	934.42
Handyman	June 2022	81.00	0.00	81.00
Defib Training	Community Heartbeat Trust	100.00	20.00	120.00
PAYE	HMRC	163.80	0.00	163.80
Wages	Parish Clerk – May and June 2022	681.74	0.00	681.74

RESOLVED: That payments be approved as presented. (Cllr Charlie Bourne proposed, Cllr Jo Bruce seconded, all were in favour).

74/22 To Receive Councillors Concerns and Agenda Items for next meeting and Forward Work Programme

- **Coir Rolls in the Pond** – The Company who supplied them offered to provide free of charge more plug plants to increase volume and advised to do next spring. The PC agreed to thank them.
- **Playing Field Litter Bin** – The Clerk agreed to ask BCKLWN where a litter bin could be sited in this area. The Clerk agreed to add to the September agenda.
- **Car Boots on the Playing Field** – The Parish Council had been asked by the Village Hall if the playing field could be used for the Village Hall’s Monthly Car Boot. The Parish Council reaffirmed that they did not approve of cars on the play field and would not approve this. The Clerk agreed to pass on the suggestion that the VH could use their gravel car park instead. The PC wished to clarify they were happy with use in this way for the annual fayre but not on an ongoing basis, if tables only were placed on the field, the organisers would have to ensure this was not as a result of cars being driven onto the field.

- **Jubilee Bench** – The Clerk agreed to ask the Handyman to add Danish oil to the bench and lightly sand away any bird faeces.

Cllr Martin Storey gave the following update;

- NCC still feel the Norwich Link was beneficial to West Norfolk and continued to support budgeting plans.
- There were many summer events run by NCC for families, information was on the website.
- They were still holding Council meetings at NCC with the Covid cases rising, with some on Zoom. NCC and BCKLWN were monitoring covid.
- He shared that there were many events held around West Norfolk in regard to the Jubilee which had been great to see.
- There were issues with fly tipping in different areas of the Borough, the Borough Council were now able to issue a fixed fine of £350, and repeat offenders £5k fine and potential imprisonment. The issue of costs at local tips were being reviewed by NCC as this contributed to fly tipping.
- The Borough were installing 250 electric car charging points in the borough owned car parks, of that number 5x Kings Lynn operating from 6 pm to 8 am in the mornings with free parking for those cars plus one in Hunstanton and one in Burnham Market.
- There were still some covid relief grants available.
- CIL funding second round had started on 1st July until 1st August.
- There was the Norfolk County Council Parish Partnership Fund for 2023. Cllr Martin Storey had funding for next year from his fund for highways related ideas. The Chair shared that the front hedge area from the cemetery was a project the PC still wished to pursue. He shared that Cllr Colin Sampson also had his Borough Council fund. The Clerk would be arranging a site visit in August with Highways and agreed to invite Cllr Martin Storey and Cllr Colin Sampson to discuss ideas with the Parish Council.

75/22 To Note Date and Time of Next Meeting - Monday 12 September 2022 at 6.30 pm in the Wereham Village Hall

It was noted.

76/22 EXCLUSION OF PRESS AND PUBLIC

The Council will be requested to pass a resolution excluding the press and public from the meeting in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 by reason of the confidential nature of the business to be transacted (staffing). To Discuss a HR Matter.

The Parish Council discussed the HR Matter. The Council agreed to include minutes in the Village Pump magazine as soon as they are available after each meeting. [Subsequent to the meeting - though the Parish Council also agreed to include in the G4 magazine, they advised that due to space available this was not possible, but signposting to the Village Pump would be included in the next available issue].

Meeting close: 8.30 am