

WEREHAM PARISH COUNCIL
Ordinary Meeting of the Parish Council
Monday 14 January 2023 at 6.30 pm
In the Community Room, Wereham Village Hall, Wereham

Attendance:

Cllr Joanne Bruce (Chair)
Cllr Jacki Hitching (Vice Chair)
Cllr Charlie Bourne
Cllr Annie Bruce
Cllr Sandra Calvert
Cllr Jonathan Marsh
Helen Richardson Parish Clerk and Financial Responsible Person

Also in attendance:

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

Public Comments

There were none.

01/23 Openness and Transparency Notice

The Chair read the notice.

02/23 To Consider and Accept apologies for absence

There were none.

03/23 To Receive Declarations of Interest on Agenda Items

There were none.

04/23 To confirm as a correct record the Minutes of the Ordinary Meeting of the Parish Council on 14 November 2022 and Matters Arising

RESOLVED: That the minutes of the Ordinary Meeting of the Parish Council on 14 November 2022 be approved as a correct record. (Cllr Jacki Hitching proposed, Cllr Annie Bruce seconded, all were in favour).

05/23 To Approve Mole Management Contract 2023/24

RESOLVED: That the Mole Management Contract 2023/24 at £60 per quarter be approved as a correct record. (Cllr Annie Bruce proposed, Cllr Jacki Hitching seconded, all were in favour).

06/23 To Approve Change in Payroll Services

Changing supplier would save around £200 per annum.

RESOLVED: That a change in payroll services be approved at £100 per annum. (Cllr Jonathan Marsh proposed, Cllr Sandra Calvert seconded, all were in favour).

07/23 To Approve Payment of SLCC Membership for Clerk

RESOLVED: That the Clerks Membership to SLCC at £125 be approved and for ALC Membership per annum. (Cllr Charlie Bourne proposed, Cllr Jacki Hitching seconded, all were in favour).

08/23 To Approve Grounds Maintenance Contract (Three Years from March 2023)

RESOLVED: That the Grounds Maintenance be approved from March 2023 for three years, with breaks at year one and two based on performance. To include Churchyard; Pond Area; Play Area; Playing Field and Cemetery, weeding spraying of selected areas and cutting of the verges around the centre of the village and main road. (Cllr Jo Bruce proposed, Cllr Jonathan Marsh seconded, all were in favour).

09/23 To Consider and Approve Any Action in Relation to the Tree Management Survey

RESOLVED: That all actions identified within the tree management survey for Parish Council responsible trees be approved as per report; the habitats of these areas will be improved to counter act any effects on the environment, with quotes approved on email prior to the March meeting. (Cllr Jacki Hitching proposed, Cllr Annie Bruce seconded, all were in favour).

10/23 To Approve Internal Auditor for Review of 2022/23 Accounts

RESOLVED: That the internal auditor be approved at a cost of £20 for 2022/23 accounts. (Cllr Charlie Bourne proposed, Cllr Jacki Hitching seconded, all were in favour).

11/23 To Approve Precept and Budget 2023/24

RESOLVED: That the budget for 2023/24 as presented be approved and the Precept for 2023/24 be approved at £17,800.00. (Cllr Annie Bruce proposed, Cllr Jo Bruce seconded, all were in favour).

12/23 To Approve the Register of Decisions Made on Email for Ratification

- a) Payment of Expenses in Relation to the Village Sign Refurb
- b) Purchase of Jubilee Tree and Refund of Costs to the Clerk
- c) Payment of the Annual Website Hosting Invoice

RESOLVED: That the register of decisions made on email for ratification as presented be approved. (Cllr Jonathan Marsh proposed, Cllr Jacki Hitching seconded, all were in favour).

13/23 To Approve Payments to date and Change to Standing Order for Clerk's Wages

Payee	Item	Exc VAT	VAT	Inc VAT
Parish Clerk	Wages and Expenses Nov/Dec 2022	682.60	0.00	682.60
HMRC	PAYE Clerk	160.80	0.00	160.80
Handyman	Invoice Nov and Dec 2022 (Move Speed sign; replace bridge on play area; cleaned swing seat; plant trees; remove elder from pond bush)	83.00	0.00	83.00
Online Playgrounds	Bridge for Play Area	326.00	65.20	391.20
Online Playgrounds	Key Tool for Bridge Replacement	26.00	5.20	31.20
ICT	Annual Data Protection Fee	40.00	0.00	40.00
S J A Pest Control	Mole Management Oct – Dec 2022	57.93	0.00	57.93
Hodson Office Supplies	Ink for Printer	52.98	10.60	63.58
Npower	Streetlight Electricity Nov 2022	22.44	1.12	23.56
Npower	Streetlight Electricity Oct 2022	20.22	1.01	21.23
		1414.04	83.13	1497.17

RESOLVED: That the payments as presented be approved and the Clerks Standing Order for wages set at £300 be approved to correct underpayment of current payment. (Cllr Charlie Bourne proposed, Cllr Jacki Hitching seconded, all were in favour).

14/23 To Approve Change of Date of May Meeting to be Wednesday 10 May due to elections

RESOLVED: That the change of date for the May Annual Parish and Parish Council meeting be amended to Wednesday 10 May due to elections be approved. (All were in favour).

15/23 To Receive Councillors Concerns and Agenda Items for next meeting and Forward Work Programme

- Any items from the Bi-Monthly safety inspection would be sent to the Clerk for action. The Clerk agreed to seek advice in regard to the high numbers of ducks that are residing on the pond currently and report back to the Council.

- The Clerk agreed to follow up on the offer from Elizabeth Truss MP communication of meeting with the Council.

Cllr Colin Sampson (Borough Councillor)

- A new Rural funding stream is available from the BCKLWN.
- The Council agreed to display a cost of living poster.
- He agreed that any CIL applications he would consider a letter of support where required.

Cllr Martin Storey (County Councillor)

- He agreed to also report the railings at the crossing on the A134 that had been hit. The Parish Council had asked Highways for an update on the repair of these railings.
- He had taken up the issue of speeding with Highways through Wereham and the wish to reduce the speed from 40mph. He had held two meetings with NCC Highways at the end of December and early January. The Parish Council confirmed that they would support any action to lower the speed limit through the village as the road posed a danger to road users and residents in the village. Cllr Martin Storey agreed to explore a zebra crossing with Norfolk County Council and report back.
- The NCC had been considering next year's budget, and were considering all comments from the public.
- There had been various household support funding issued in Norfolk.
- NCC Highways had been gritting around the county.
- There would be resurfacing at the Stradsett junction. The Parish Council shared that a roundabout would be much more suitable as the crossing was a danger.
- NCC had defined libraries in the county as warm hubs.
- If there was anything he could do to assist residents they can get in touch, and details were available on the NCC website. Particularly at this difficult time.

16/23 To Note Date and Time of Next Meeting – Tuesday 14 March 2023 at 6.30 pm in the Wereham Village Hall

Noted

17/23 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 Approve a HR Related Matter

The Council noted the item.