

WEREHAM PARISH COUNCIL
Ordinary Meeting of the Parish Council
Monday 8 January 2024 at 6.30 pm (as no public in attendance)
In the Community Room, Wereham Village Hall, Wereham

Attendance:

Cllr Jo Wellington-Bruce (Chair)

Cllr Sandra Calvert (Vice Chair)

Cllr Annie Bruce

Cllr Stephen Bradsell

Cllr Gail Koopowitz

Cllr Jacki Hitching

Cllr Jonathan Marsh

Helen Richardson Parish Clerk and Financial Responsible Person

Also in attendance:

Residents of Wereham - Public – 0

Cllr Martin Storey, Norfolk County Councillor, NCC

Cllr Sue Lintern, Borough Councillor, BCKLWN

Cllr Martin Storey, Norfolk County Councillor

- He had held a meeting with NCC Highways regarding his members fund allowance. He has agreed to give £2k towards the cemetery boundary project and a £1k to the footpath resurfacing at the pond. The Parish Council thanked him for the assistance. The Parish Council asked if any of his funding was left it could go towards visibility issues on the A134.
- He was still liaising with NCC Highways on the A134 safety issues and was hoping to move it along quicker.
- Norfolk Fire and Rescue service buildings –NCC were considering budgets for a refurb project.
- Alpha nurseries were in liquidation and had affected the Downham Market Willows Nursery of around 150 children. There were drop-in centres provided by NCC in the last week.
- There would be 24/7 free travel for all disabled bus pass holders from 1st February 2024 benefiting around 14.5k people.
- Social workers had their busiest on call period on record this Christmas.
- NCC will be meeting this week to consider increasing criteria from 3 to 4 preferred school places. 98.4% children last year were offered a place at their preferred school.

Cllr Sue Lintern, Borough Councillor

- There was several green project funding available.
- There was a number of Home Energy Grants Available.
- The Borough Council Active Travel Scheme was set up to encourage walking and cycling – they were looking to add hubs in the borough and funding available in the Spring.
- CIL grant funding applications closed on 31 January.
- Standards in Public Life – This is something that the Borough is helping with, and they were looking to make to Parish Council's.

01/24 To Note Openness and Transparency Notice

The Chair read the notice and it was noted.

02/24 To Consider and Accept apologies for absence.

There were none.

03/24 To Note Declarations of Interest on Agenda Items and Dispensation Requests

Cllr Sandra Calvert declared interest regarding item 05/24 for the Greening our Communities Fund.

04/24 To confirm as a correct record the Minutes of the Ordinary Meeting of the Parish Council on 13 November 2023 and To Note the Matters Arising Report

RESOLVED: That the minutes of the 13 November 2023 ordinary meeting be approved as a correct record. (Proposed Cllr Jacki Hitching, seconded Cllr Gail Koopowitz, all were in favour).

Matters Arising:

Play area surface – Online Playing Fields had agreed to apply a treatment to the play area flooring free of charge in the spring as it was weather dependant. This would normally cost £2-3 k.

Tree on pond – A contractor was due to plant the TPO provisioned tree mid-January. Once planted a CIL return reclaim will be submitted as the last element of the funding totalling around £4.5k.

NCC parish partnership fund 2023/24 Cemetery Safety Project – £3434.92 was received on 7th December from NCC for the contribution towards this project. Cllr Martin Storey had confirmed £2k towards the amount that the Parish Council had paid being also £3434.92, therefore meaning that the PC payment of the project reduces to £1434.92.

NCC confirmed for the parish partnership fund 2024/25 – The application for this funding to resurface of around 10 metres of footpath had been submitted, results were known March. Cllr Martin Storey confirmed £1k towards the project.

Pond log – This was emailed on 12.12.23 to the Council in December for information.

WPC Action Sheet 202324 – Reviewed and emailed to the Council both on 5th and 18th December. Actions had been completed for the year, with the interment area improvements and biodiversity projects carried over to the 202425 plans. The 202425 plans will be presented for approval at the March meeting.

Queens Close – HGV reported to the Company parked on Queens Close.

Planning Applications (For info only no consultation required)

23/00201/TREECA Wereham Chile House Bens Lane Wereham King's Lynn Norfolk PE33 9FL - I wish to take down a large single conifer tree the branches of which are now touching my neighbours overhead main electricity cable. The roots are also lifting and cracking my boundary brick wall. The tree is also blocking my neighbour's light. I intend to leave about 3 meters of the trunk as a support for a climbing plant. Tree Application - No objection 15 November 2023 Delegated Decision

23/00264/TREECA Wereham To fell a mature multi-trunked self-seeded sycamore tree. The trunk diameter is approximately 900mm and the height is estimated 17 metres. Kiem School Lane Wereham King's Lynn Norfolk PE33 9AW

The Parish Council also wished to thank Cllr Sue Lintern regarding her assistance regarding a recent Planning Committee where the planning application relating to Holme Oak Stoke Road had been considered and rejected.

05/24 To Approve Any Action in Relation to Greening our Communities Fund Project, Associated Costs and Acceptance of Donated Items

Five contractors had been approached for quotes for the ground works of a 14-metre circle of the design. Cllr Gail Koopowitz shared that in terms of ground works we will need to do it in phases.

£3384.89 was left of the £5k funding received from the Greening our communities fund for a biodiversity project.

The Clerk agreed to arrange a meeting with between neighbouring residents who had contacted the Council and Cllr Jo Bruce-Wellington and Cllr Sandra Calvert to confirm a location for the planter bench.

RESOLVED: That up to £3k spend be approved for the project groundwork required and approval of the cheapest quote received. (Proposed Cllr Jacki Hitching, Seconded Cllr Annie Bruce, six were in favour and one abstained).

06/24 To Approve Any Action or Costs as a Result of the Bi-Monthly Health and Safety Inspection including Village Caretaker Hours for Jan and Feb 2024

An inspection report was presented, it contained all minor actions mostly which the Village Caretaker was able to action. Cllr Jacki Hitching agreed to research alternative ground covering plants for the verge at the cemetery and report back to the Council. The report was noted.

RESOLVED: That 10 hours of the Village Caretaker be approved for January and February. (Proposed Cllr Gail Koopowitz, Seconded Cllr Jacki Hitching, all were in favour).

07/24 To Approve Installation of Dog Waste Bin

RESOLVED: That installation of a Dog Waste Bin be approved on the Highways verge in front of the Church Road sign facing the playing field as indicated at point A in the presented report. The Village Caretaker would install the bin within his hours which also required a new post.

(Proposed Cllr Jonathan Marsh, Seconded Cllr Stephen Bradsell, all were in favour)

08/24 To Consider Approval of Application to Use Playing Field

The Parish Council discussed the application. They felt that the field was a public open space and cannot be closed off and therefore the Parish Council is unable to approve this application on this occasion.

RESOLVED: That an application to approve use of the playing field in July 2024 be rejected. (Proposed Cllr Jacki Hitching; Seconded Cllr Stephen Bradsell, all were in favour)

09/24 To Approve Any Application to the CIL Funding January 2024 Round CIL Funding

It was agreed to look at refurbishment of the water spring fountain monument using the CIL funding available summer 2024. It required refurbishment of the railings, groundwork, and plaque. The Clerk agreed to contact the heritage group on details they may know of the fountain monument.

10/24 Cemetery interment area

The Parish Council were considering tidying the cemetery interment area by placing shingle in a defined area, edging, removing the railings, changing to be two depths, but increase by 8-10 plots to the left and 4 to the right. The Parish Council agreed that 60% of those families responding by July 2024 was the benchmark to go ahead with the project. Parish Council agreed the budget of £750 was reasonable. It would be deferred to July 2024 for final decision.

11/24 To Approve the Budget and Precept 2024/25

A budget and precept report were presented to the parish council by the Clerk, with information relating to precept figures effect on a band D property.

RESOLVED: That the budget for 2024/25 and a precept request of £17,978 be approved. (Proposed Cllr Gail Koopowitz, Seconded Cllr Sandra Calvert, all were in favour)

12/24 To Approve Payments to date.

Payee	Service	Exc VAT	VAT	Inc VAT
Parish Clerk	Wages, Expenses and Mileage (Nov and Dec)	724.25	0.00	724.25
Parish Clerk	PAYE (Nov and Dec)	164.80	0.00	164.80
DL Garden Services	Village Caretaker	250.00	0.00	250.00
HHA Ltd	Ground Maintenance	48.00	9.60	57.60
Norfolk ALC	Councillor Training	30.00	6.00	36.00
Wereham VH	Hire - Sept and Nov 2023	41.50	0.00	41.50
Ward Gethin Archer	Land Registry Legal Fees	100.00	20.00	120.00
Npower	Streetlighting Nov 2023	54.30	2.72	57.02
SLCC	Clerk Membership	112.00	0.00	112.00
SJA Pest Control	Sept - Dec 2023 Mole Control	60.81	0.00	60.81
N Power	Streetlight Electricity Dec 2023	55.76	2.79	58.55

RESOLVED: That payments as presented be approved. (Proposed Cllr Jacki Hitching, Seconded Cllr Sandra Calvert, all were in favour)

13/24 To Approve Register of Decisions – Purchase of Plants for Greening our Communities Project

RESOLVED: That the register of decisions to purchase plants for Greening our Communities Project be approved. (Proposed Cllr Annie Bruce, Seconded Cllr Jacki Hitching, all were in favour)

14/24 To Note Councillors Concerns and Agenda Items for next meeting and forward Work Programme

The bin at the cemetery kept blowing over in the wind. The Clerk agreed seek costs from the Village Caretaker on a slabbed area to store it. Cllr Stephen Bradsell agreed to source costs on wheelie bin housing. The Clerk agreed to add onto the March agenda. The Clerk agreed to ask the Borough Council if they might pull the bin in and out of the gate at the cemetery, particularly to put it back as it was falling into the highway.

The Clerk agreed to contact Highways and the landowner regarding the tree on Cavenham Road as no work had taken place.

15/24 To Approve Date of Next Meeting – Monday 11 March 2024 at 6.30pm in the Community Room, Wereham Village Hall

The date of the next meeting was noted.

16/24 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 as follows: To Consider/Approve Action in Relation to Access to Parish Responsible/Owned Land

The Parish Council resolved action in relation to the playing field and the churchyard.