

# WIMBOTSHAM PARISH COUNCIL

## Minutes of the Annual Parish Council Meeting held on Tuesday 17<sup>th</sup> July 2018 at 7.00pm.

**In Attendance:** Councillors: Jackie Squires (Chair), Simon Bates, Ian Cable, Dean Chilvers, David Fendley, Dana Frost, Anne Smith and 1 member of the public and John Gudgeon. Clerk – Pippa Winson

**44/18 To consider apologies for absence.**

None.

**45/18 To Consider Requests for Dispensations from the restriction on participating in the discussion or voting on a matter in which a member has a Disclosable Pecuniary Interest.**

No dispensation requests.

**46/18 To approve the minutes of the Parish Council meeting on 29<sup>th</sup> May 2018.**

Having been circulated prior to the meeting, the minutes were agreed and signed as a true and accurate record by all present at the meeting.

**47/18 To record Councillors' declarations of interest on Agenda Items.**

None.

**48/18 Councillor Vacancy.** No applications to consider.

**49/18 Public Speaking.**

Thanks were expressed to the Village Hall Working Group for last week's event, which was very well received.

**50/18 Matters arising for items not covered elsewhere on the agenda – info only.**

Clerk advised that still waiting for the invoice for the Speed Gate signs from NCC.

**51/18 Time Limits on agenda items.**

Clerk will send out minutes within 10 days of the meeting to include the name of the person responsible for any actions. This will be updated and sent out prior to the meeting to identify those matters still outstanding. Councillors will send clerk updates in respect of items that they are responsible for. Discussed whether time limits are needed for individual items to try and reduce the time spent. It was agreed that Chair will keep discussions on track.

**52/18 Village Hall**

(i) Update – D Fendley didn't attend the last meeting so no update.

(ii) New Village Hall Working Group – Event on 12<sup>th</sup> July at the Village Hall. Parishioners were advised of the importance of returning the questionnaires, when they are sent out. There was a really good turnout. It was suggested that the PC should send an email to the VHWG thanking them. CAN's representative Jim Cambridge was really impressed with the turnout. More meetings likely to be planned for the future. The clerk has sought advice on this and it was agreed that the VHWG could use the PC's bank account as an interim measure until they had their own.

(iii) Village Hall Trust Document – John Gudgeon attended. The Village Hall is a registered charity and the trustees are all listed on the Charities Commission website. The original Trust document in 1951 outlines the function of the Trust. In 1951 there was a 14 year lease, in conjunction with the Trust document. In 1981 the Trust document was updated but the legal status of this is not known as it was never registered on the Charities Commission website. As the Village Hall land was purchased with Parish Council funds then the PC are the landlords. The lease of the Village Hall is held on trust for the Village Hall Committee, by the Parish Council as custodian trustees. Under the terms of the agreement it is the Village Hall Committees' responsibility to deal with the maintenance and repair of the Village Hall. The Parish Council do contribute towards this. After discussion, it was agreed that there were limited options but that proposed was to grant the VHC a longer lease and it was suggested this could be a peppercorn rent. Conditions could be attached to the lease, if required. John Gudgeon agreed to send a letter of confirmation. If no new lease was granted, the old lease would still need to be terminated. VHC will be updated once letter from John Gudgeon has been received.

**53/18 A10 Junction with Lynn Road**

Reply received from NCC which advised that the accident history means that they do not designate the location as an accident cluster site (five accidents occurring within a 100m radius in three years), which is the point at which they would normally investigate further. Clerk to request accident history for this location.

**54/18 Highways**

(i) Pothole has re-appeared at the junction of Lynn Road and A10.

(ii) Parish Partnership Scheme 2019/20. To be on next agenda for consideration.

- (iii) Church Road parking. Three cars are often outside Shrub House on the road. J Squires is to write an article for the newsletter. After discussion it was agreed not to take any further action as the cars which cause most problems appear to be those of visitors.
- 55/18 Defibrillator**  
Grant award has been received. Training to be booked for 13<sup>th</sup> September. Information to be included in the newsletter.
- 56/18 General Data Protection Regulations**  
Draft policies which have been circulated were agreed and adopted.
- 57/18 WW1 Centenary Commemorative Event**  
Clerk has registered event with 'Battles Over'. Volunteers needed to help on the evening. Bugler required, J Squires will send clerk details so that she can contact them. Clerk to inform Insurance Company of event.
- 58/18 Dog Bin**  
All agreed to order a 25ltr Fido bin to be sited at the new Trod on West Way. S Bates offered to install it and will take delivery. It will be sited just inside the verge. Clerk to contact Stow Estate for consent.
- 59/18 Recreation Ground**
- (i) The Recreation Ground Committee are fund raising for a new slide and the monies raised from the Midsummer Fayre will go towards this. The request from the Committee is for £700.00 towards the slide. Latest bank statement and accounts for last financial year provided. On proposal from David Fendley and seconded by Anne Smith, all agreed to donate £700 towards the slide. In line with the Grant and Donation Policy, they will be asked to provide confirmation when the slide is purchased.
- (ii) On proposal from Ian Cable and seconded by D Frost, all agreed to change the Recreation Ground bin collection to a weekly one.
- 60/18 Footpath Cutting**  
Due to the recent dry weather, it was decided to defer the decision till the next meeting as to whether extra cutting is required. The footpath from the Allotments to the Hare Arms needs cutting. Clerk to contact Stow Estate.
- 61/18 Village Green Bench**  
All agreed to ask Handyman Mark to sand and sadolin the bench around the tree. Holly Landscapes have confirmed that they will remove the basal growth. The tree has outgrown the bench; D Chilvers will have a look to see if the bench can be expanded in any way.
- 62/18 West Norfolk Explorer Trails**  
All agreed that Wimbotsham should be included in this.
- 63/18 Representatives Reports – to receive any updates.**
- Recreation Ground** – The Midsummer Fayre was very successful and raised £2400-£2500. Fence has now been installed.
- Village Hall** – Update already given.
- Village Green** – Tree work has been completed. Bough hanging down from tree, clerk to ask Holly Landscapes to remove.
- Footpaths** – They have been cut and so has new Trod. D Chilvers has circulated new footpath list which was agreed. Public footways, trods and road footways to be colour coded. Clerk to email him Definitive maps.
- J Squires suspended Standing Orders
- 100-Acre Trust** – Meeting and field inspection last week. New clerk now in place.
- Allotments** – They are hoping to organise an Open Day in September. Clerk to ask them for article for newsletter.
- 64/18 Maintenance**  
On proposal from S Bates and seconded by I Cable, all agreed to Village Green noticeboard perspex replacement.
- 65/18 Newsletter**  
S Bates and I Cable have met to discuss costings and recommended small increase. Invoices to be issued by clerk and advertisers given opportunity to update adverts. Deadline for next newsletter is 22<sup>nd</sup> July.
- 66/18 Planning**  
Planning application 16/00610/OM – up to 250 dwellings at Land North East of Bridle Lane Downham Market. The site was designated as CIL exempt in the adopted Site Allocations & Development Management Policies Plan. Outline Planning permission was granted subject to a s.106 agreement but unfortunately only items can be included in this that are at the heart of the permission, so no monies could be earmarked for the Village Hall.

**67/18 Finance**

- (i) Agreed cheques to be signed and payments to be made.
- (ii) Accounts to 29<sup>th</sup> June agreed and signed.

**68/18 Correspondence in circulation.**

Clerk & Councillors Direct Newsletter  
Letter from BC re pre-app being withdrawn.  
Various – via email

**69/18 Councillors concerns and items for next meeting agenda.**

None.

**70/18 To confirm the date and time of the next meeting – Parish Council Meeting on Tuesday 11<sup>th</sup> September at 7pm.**

Meeting closed at 9.30pm

Chairman:

Date

DRAFT