**Wimbotsham Parish Council**

**DRAFT Minutes of the Ordinary Parish Council Meeting of the above-named Parish Council held on Tuesday 18th July 2023 at Wimbotsham Methodist Church.**

Parish Councillors:

Ian Cable (Chairman), David Fendley, Chris Hitchens, Steve Mingay, and Anne Smith

Parish Clerk – Nicola Forrest

County Councillor: Cllr Brian Long

Borough Councillors: Cllr Colin Rose and Cllr Vivienne Spikings

1. **To receive Apologies for Absence**

Apologies were received from Cllr Chilvers and Cllr Squires (other commitments)

1. **Councillor Vacancies**

None received.

1. **To receive Declarations of Interest**

None received.

1. **Minutes of the ordinary meeting held 16th May 2023**

Having been circulated previously, the minutes were approved.

1. **Reports**

57.1 **Norfolk County Council –** Cllr Long gave a brief update on his role as the Chairman of Planning and has allocated £2000 from his Councillor allowance to the Downham Market Footway

57.2 **Borough Council of King’s Lynn and West Norfolk** – Cllr Spikings gave a brief update on her position on Planning and will allocate £250 from her Councillor allowance for Christmas Tree

57.3 **Borough Council of King’s Lynn and West Norfolk** – Cllr Rose gave a brief update including the new development in Downham Market.

1. **To report progress on items not on the agenda from the last meeting (information only)**

The Parish Clerk and Chairman gave a brief update on maintenance around Wimbotsham, new bollards for the small village green have been ordered and we are still awaiting a response form Downham Market regarding the Footway.

1. **Public Participation**

No public in attendance.

1. **PC Administration**

**The Parish Clerk will book Councillor and Defibrillator training and check the Defibrillator is on the NHS database.**

1. **To receive any Correspondence**

61.1 Correspondence circulated prior to meeting via email.

1. **Highways**

62.1 Wimbotsham to Stow Bridge Footpath (TROD)

Cllr Cable gave a brief update the TROD start date being moved to August. PC have complained to NCC re continual delays to obtain start date.

62.2 Downham Market Footway

Having been previously agreed the Parish Clerk will contact Norfolk County Council to arrange for the Footpath to be installed. No reply as yet from DMTC in response to funding contribution.

1. **Streetlights**

63.1Floodlights on village green

The floodlights will be switched off by 11pm daily to conserve energy and reduce light pollution.

63.1 Streetlight at 35 Church Road

The light has been painted and awaiting a report from the resident to see if this has been a suitable fix.

1. **Defibrillator**

64.1 Signage for the village Hall

**It was unanimously agreed to defer until the next meeting in September.** Cllr Cable and Parish Clerk to propose suitable new signage

64.2 Additional Defibrillator

 No report received.

1. **Recreation Ground**

65.1 Larger bin at the Recreation Ground

**It was agreed the Parish Clerk would gather quotes for a larger bin with enclosure/other options.**

1. **Policies**

66.1Risk Assessment

 **It was unanimously agreed to adopt the Risk Assessment**

1. **Appointment of Representative**

67.1 Village Hall

 **It was Unanimously agreed to appoint Cllr Cable**

1. **Reports**

68.1 Village Hall

 Cllr Cable gave a verbal report including essential maintenance will be taking place shortly. The new Village Hall working group are to be adopted as a subcommittee by the Trustees.

68.2 Recreation Ground

 Cllr Mingay gave a verbal report about the refurbishment of the pavilion which starts at the end of July and will take several months to complete.

68.3 Village Green

 Cllr Hitchens gave a verbal report including a tree which is not being watered enough.

Cllr Hitchens and the Parish Clerk will additionally water the tree.

68.4 Footpaths

 A report from Cllr Chilvers received prior to the meeting included the pathways have been cleared with no problems to report, Low Road speed signs are overgrown and SAM2 has been passed to Runcton Holme. Low Road crossing needs attention, the steps on the South side need siding out and on the North side the stile is overgrown but passable.

 A white car is parked on Westway pavement making it difficult to pass.

 Fly tipping of garden waste by Westway opposite Gullpit Drove.

 **The Parish Clerk will contact the Borough Council for Fly tipping and Norfolk County Council for highways issues, and contact the police regarding the car parked on the pavement.**

68.5 100 Acre Trust

 Cllr Cable reported annual field inspection is imminent.

68.6 Allotments

 No report received.

1. **Daffodil Coronation Planting**

**It was unanimously agreed to defer to September and the Parish Clerk to gather quotes for Daffodil bulbs.**

1. **Parish Partnership Funding**

Information given that Parish Partnership is now open for bids

1. **Planning Applications**

71.1 Results on Applications

 None received.

71.2 Applications Received

None received.

71.3 Information Received

 Tree Preservation Order 2/TPO/00659 is now in effect.

1. Finance Matters

72.1 Payments of Accounts for May and June 2023

 **It was unanimously agreed to approve the accounts for May and June 2023.**

1. Future agenda items

Update from Chequers Pub licence

Daffodil Coronation Planting

Signage for the Village Hall

1. The next meeting of the parish council will be held on Tuesday 12th September 2023 at 7pm at Wimbotsham Methodist Church.

Meeting Closed 8.22pm

Chairman…………………………………………… Date………………………………….