**WIMBOTSHAM PARISH COUNCIL**

**Minutes of an Ordinary Parish Council Meeting held on Tuesday 28th January 2020 at 7.00pm.**

 **In Attendance**: Councillors: Jackie Squires (Chair), Ian Cable (Vice-Chair), Simon Bates, Dean Chilvers, David Fendley, Steve Mingay and Anne Smith. Borough Cllr: Vivien Spikings & 1 member of the public.

 Clerk – Pippa Winson

1. **To consider apologies for absence.**

No apologies received.

1. **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.

1. **To approve the minutes of the Parish Council meeting on 10th December 2019.**

 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. Added that Kate Penn is also a trustee of the Village Hall Committee.

1. **To record Councillors’ declarations of interest on Agenda Items.**

None.

1. **Public Speaking.**
2. Borough Cllr V Spikings introduced herself as newly elected Councillor.
3. None from members of the public.
4. **Matters arising for items not covered elsewhere on the agenda – info only.**

Churchyard has opened for funerals and the Memorial Garden is open. Still working on the method to safely retrieve the bells.

1. **Correspondence**

Clerk & Councils Direct

Rigby Taylor - Seed Catalogue

Various – via email

1. **Village Hall**
2. Update

Complaint letter and email received. The potholes in the car park are being dealt with. The cleaner comes in at least once a week dependant on the use. All the issues raised are being dealt with by the Village Hall Committee, clerk to update complainants. The roof has been looked at by a professional consultant and no immediate issues and the buckets previously put up there were completely dry and full of dust.

1. Trust Document Update

Still waiting further communication from Andrew Carrier. Clerk to chase.

1. New Village Hall Working Group

Next meeting 18th February. Next stage to employ an architect.

1. Swann Edwards

Feasibility report contract signed. The treasurer has confirmed that the Village Hall Committee do not have sufficient funds to contribute towards this as there is only working capital.

1. **Highways**
2. Update and Issues to be reported

Footpath to the A10 on Lynn Road needs to be cut back on both sides of the path and the path towards Downham. Jason Moorse to be asked to attend a daytime meeting. Church Road road surface, where historically services have been laid, is cracking from outside the old forge towards Lynn Road. New drain on the edge of The Green needs flushing out. Potholes on Honey Hill have been filled by a resident. Taxi has been parking and blocking the small road adjacent to the Village Green when picking up and dropping off for school. D Chilvers has spoken to them.

1. Wildflower planting

Areas identified were Turners Close, West Way on the left where there is a grass bank, Chapel Lane past the chapel and the small Village Green and the Recreation Ground. Supplier has sent a catalogue and Chris Durham from the BC has advised that they own the areas at Turners Close and Chapel Lane and these areas are the most suitable. He is going to get the service/land checks done and get back to us. Maps need to be provided to identify the exact areas to be planted.

1. **Grounds Maintenance Contract**

Clerk has contacted three companies for quotes. On proposal from S Bates and seconded by I Cable, all agreed to renew the contract for the next three years with Holly Landscapes. They will be asked to undertake an initial cut of the footpaths as they are so overgrown and if they need to hire equipment to cut the hedges then this will be covered.

1. **Open Gardens Event**

This is to be held on 6th June 2020. Twenty gardens are on the list so far. Volunteers will be needed for different events. It was asked if the Parish Council would help with this. Clerk to clarify Insurance cover. It was agreed by all that the PC will support. Refreshments are to be provided. The local Art Group will be holding an exhibition, there will be other displays and a scarecrow competition. It is hoped that the school can be involved. Wanting more volunteers to come on board.

1. **Representatives Reports – to receive any updates.**

**Recreation Ground** – They are waiting for an article from the school in respect of the works being carried out in respect of the playground. A digger and materials are on the Recreation Ground. They have been given two weeks to remedy the situation.

 **Village Hall** – Already discussed.

**Village Green** – Looks a bit sad due to the time of year. Car tyre marks on the small green.

 **Footpaths** – Passable and all look ok. Dean has looked for the fingerpost sign that has gone missing and there is no sign of it. Green crossways path from Willow Farm, Hare Estate to be asked to see if they will move the fallen tree.

 **100-Acre Trust** – About 18 applications. Looking at other ways to distribute funds as Trust set up over 100 years ago and most no longer have coal.

**Allotments** – All ok. No update from Liz Wing.

1. **Grant/Donation Policy**

Agreed to defer decision until the next meeting due to time.

1. **Notice Board at Shop**

Looked at different types from several companies. All agreed to a bigger board at a cost of up to £300. S Bates will source this.

1. **Maintenance**

Nothing to report.

1. **Newsletter**

Some people didn’t receive a copy of the last one. It was agreed that J Squires will do the whole of the bottom section of West Way. Newsletter will be completed in next few days and quite a good response this time. Costs will be reviewed prior to next invoices being sent out.

1. **Planning**

17/01574/F: Development for 3 no. five bedroom detached houses at Land East of 5 Bridle Lane Downham Market, variation of condition 2. All agreed no objections to this proposal.

 Cllr Spikings left the meeting

1. **Finance**
2. Budget and Precept. Budget agreed and Precept set at £20,400.00.
3. The following payments were agreed: Came & Company Insurance - £446.05.

(ii) Accounts to 31st December 2019 agreed and signed.

1. **Councillors concerns and items for next meeting agenda.**

Clerk to contact NCC re Parish Partnership Scheme works as monies paid over 6 months ago.

1. **To confirm the date and time of the next meeting – Tuesday 10th March 2020 starting at 7pm.**

Meeting closed at 8.30pm.

 Chairman: Date