

Wimbotsham Parish Council

DRAFT Minutes of the Annual Parish Council Meeting of the above-named Parish Council held on Tuesday 14th May 2024 at Wimbotsham Methodist Church

Parish Councillors: Ian Cable, Chris Hitchins, Steve Mingay, Dean Chilvers
and Jackie Squires
Parish Clerk: Nicola Forrest
Borough Councillors: Colin Rose and Vivianne Spikings
Public: Three

25/24 Election of Chairman

Cllr Cable has resigned from being a Councillor and this will be his last meeting, he then invited nominations for Chairman.

Cllr Mingay proposed Cllr Chilvers to be Chairman seconded by Cllr Squires.

With no further nominations, it was unanimously agreed to elect Cllr Chilvers to serve as Chairman for the coming 12 months.

26/24 Declaration of Acceptance of Office

Cllr Chilvers and the Parish Clerk signed the Acceptance of Office.

27/24 Election of Vice-Chairman

Cllr Chilvers invited nominations for Vice-Chairman.

Cllr Cable proposed Cllr Hitchins to be Vice-Chair seconded by Cllr Squires.

With no further nominations, it was unanimously agreed to elect Cllr Hitchins to serve as Vice-Chairman for the coming 12 months.

28/24 Apologies for absence

Apologies were received by Cllr Smith and Cllr Fendley who had other commitments.

29/24 Councillor Vacancies

No applications were received.

30/24 To receive Declarations of Interest

None received.

31/24 Minutes of the ordinary meeting held on 23rd April 2024

Having been circulated previously, the minutes of the ordinary meeting held on 23rd April 2024 were approved and signed by the Chairman as an accurate record.

32/24 To report progress on items not on the agenda from the last meeting (information only)

The TROD funds have been requested from NCC but the works have not been completed and the new bin for the Recreation Ground will be delivered this month.

33/24 Public Participation

A member of public made the council aware of an overgrown bush obstructing the view coming out of Honey Hill at the mini roundabout, **Cllr Chilvers will speak with the owners of the property.**

34/24 Reports

34.1 Norfolk County Council

No representative was present and no report was received.

34.2 Borough Council of King's Lynn and West Norfolk

Cllr Rose sent in a report prior to the meeting.

Cllr Spikings thanked Cllr Cable for his professionalism and kindness over the past ten years as a Councillor and stated he will be missed.

35/24 To receive Correspondence

Correspondence received and noted.

36/24 Grass Cutting

A quote was received from Holly Landscapes.

ACTION: It was unanimously agreed to accept the quote from Holly Landscapes noting he does a great job around the Village.

37/24 Training Costs

An invoice was received for Councillor Training

It was unanimously agreed to pay the invoice and noted the training was a good refresher course.

38/24 D-Day 80th Anniversary

No additional funding is available as was previously stated from King's Lynn and West Norfolk Borough Council.

ACTION: After a discussion, the Council unanimously agreed they would like to pay £300 from the events budget to the Chequers Pub to serve refreshments and cakes from 7.30pm until the lighting of the beacon at 9pm.

39/24 S137 budget for War Memorial Cleaning

Cllr Mingay has received a quote to renovate the Memorial area, the memorial is to be renovated by a professional using the correct chemicals and paints, and the organisation is a volunteer group of veterans.

ACTION: It was unanimously agreed to pay £500 from the S137 budget to have the Memorial cleaned, the Clerk will contact the volunteers to arrange the cleaning and check their insurance policy.

40/24 Insurance Policy

Two quotations were received from insurance companies.

ACTION: It was unanimously agreed to move the insurance to Zurich Insurance.

41/24 Reports

41.1 Village Hall

There are no updates at the moment, but it was discussed the Village Hall needs more volunteers as there are not enough people on the committee and the Treasurer and booking clerk is standing down. Cllr Squires suggested a community events day in September this may also help include new residents at the development

41.2 Recreation Ground

A report was received at the Annual Parish Council Meeting, the Midsummer Fayre will be held on 22nd June 2024 and volunteers would be appreciated. The car park could also use some aggregate for the holes.

41.3 Village Green

Cllr Mingay stated the green is still damaged by the War Memorial area.

The Clerk has spoken with Cllr Long and the Highways engineer to ask for solutions and is still awaiting a response.

41.4 Footpaths

Cllr Chilvers stated the Low Road steps still need attention and the footpaths are still looking good.

The Clerk is to speak to Highways regarding steps

41.5 100 Acre Trust
Nothing to report

41.6 Allotments
A full report was received at the Annual Parish Council Meeting,

42/24 Policies

- 42.1 Child Protection and Vulnerable Adults Policy
- 42.2 Internal Control Statement
- 42.3 Biodiversity Policy
- 42.4 Privacy Policy
- 42.5 Information Data Protection Policy

ACTION: After a discussion, it was unanimously agreed to adopt all the policies

43/24 Planning Applications

221 Results on Applications
None received

222 Applications Received
24/00740/F Two-storey rear and single-storey extensions to side and rear of existing dwelling, following removal of existing extensions and shed & construction of a new garage/garden store & alterations to existing vehicular access. At Bernina 22 Church Road Wimbotsham King's Lynn Norfolk PE34 3QG

ACTION: After a discussion, it was unanimously agreed there were no objections with comments: The Parish Council believes this project enhances the street scene and removes the out-of-place alien flat roof.

223 Information Received
None received.

44/24 Finance Matters

44.1 Internal Audit Report and Recommendations
The report was received and recommendations were noted.

44.2 To approve the Annual Governance and Accountability Return 2023-2024
ACTION: It was unanimously agreed to approve all the sections of the Annual Governance and Accountability Return 2023-2024.

44.3 To approve the Accounting Statements 2023-2024
ACTION: It was unanimously agreed to approve the Accounting Statements 2023-2024

44.4 To approve payments and receipts accounts and Bank Reconciliation
ACTION: It was unanimously agreed to approve the payments and receipts of accounts and Bank Reconciliation 2023-2024.

44.5 To add or remove signatories
ACTION: It was agreed to remove Cllr Cable from the Bank Accounts and Cllr Hitchins to be added to the Bank Accounts

44.6 Internal Audit Control Officer
Cllr Hitchens proposed to be the Internal Audit Control Officer.
ACTION: It was unanimously agreed to approve the accounts for March 2024

45/24 It was agreed the next Ordinary Parish Meeting of the Parish Council will be held on 23rd July 2024, at 7pm.

Meeting Closed 9.05pm

Chairman_____

Date_____

Accounts to 30 April 2024	IN (£)	OUT (£)	TOTAL (£)
<u>Parish Business Saver Account 00971790</u>			
Amount carried forward			£41,012.45
Credit			
Amount debited			
Wimbotsham Current Account			
Interest	£0		
Balance			<u>£41,012.45</u>

Parish Community Account 00971782

Amount carried forward			£9,798.18
Amount credited	£23,466.45		
Amount debited			
Npower		£168.37	
K&M Lighting		£29.40	
K&M Lighting		£29.40	
Total		£227.17	<u>£33,037.46</u>
No outstanding payments			

Balance: £74,050.05

CIL:

Balance: £74,050.05

Chairman _____

Date _____