

# Wimbotsham Parish Council

## Minutes of the Ordinary Parish Council Meeting of the above-named Parish Council held on Tuesday 20<sup>th</sup> January 2026 at Wimbotsham Methodist Church

Parish Councillors: D Chilvers (Chairman), J Hartley, C Hitchens, D Fendley, S Mingay, A Smith and J Squires  
Parish Clerk: N Forrest  
MOP: Two

### 110/25 Apologies for absence

Apologies received from BCKLWN Cllr Rose

### 111/25 To receive Declarations of Interest

None received.

### 112/25 Minutes of the Ordinary Parish Council meeting held 9<sup>th</sup> December 2025

Having been circulated previously, the minutes from 9<sup>th</sup> December 2025 were approved and signed by the Chairman as an accurate record.

### 113/25 To report progress on items not on the agenda from the last meeting (information only)

The Clerk reported that the Streetlight Maintenance Team has been requested to undertake a review of all streetlights, as several units have broken bulbs.

### 114/25 Public Participation

A member of public stated that they were in attendance to observe how the Council operates.

### 115/25 Reports

#### 115.1 Norfolk County Council

No representative was present and no report was received.

#### 115.2 Borough Council of King's Lynn and West Norfolk

No representative was present and no report was received.

### 116/25 Late Items

There were no late items.

### 117/25 To receive Correspondence

A complaint was received regarding potholes on Church Street. It was noted that Church Street is the responsibility of the residents and does not fall under the remit of the Parish Council.

A resident also contacted the Council to enquire about defibrillator training.

A resident queried why a precept is paid to the village.

**ACTION: The Clerk will produce a poster containing a QR code linking to a defibrillator usage video and include this information in the newsletter. It was also suggested that the video be shown at Café Connect events. The Clerk will also prepare an article for the newsletter explaining the Parish precept.**

### 118/25 Compliance Requirement for Assertion 10: Digital and Data Compliance

The Council discussed the compliance requirement for Assertion 10: Digital and Data Compliance, which focuses on digital governance and data protection, effective from the 2026/27 Annual Governance and Accountability Return (AGAR).

**ACTION: It was unanimously agreed that councillor tablets would not be purchased for this Council. It was further agreed that councillors will use official gov.uk email addresses for all council business, with the emails to be set up by the Council's email provider, to ensure compliance with digital and data governance standards.**

#### **119/25 West Norfolk Rural Community Grant**

The Council noted that an application has been submitted for the West Norfolk Rural Community Grant, which requires the Council to contribute 20% of the match funding.

**ACTION: It was unanimously agreed that the Council will pay up to £1,150 toward the match funding.**

#### **120/25 Village Maintenance and Flags**

Four quotes were received for the following works: to move the grit bin, remove an unwanted sign, paint and clean the finger post on the Small Green, remove the concrete posts by the Recreation Ground, and purchase two new flags.

**ACTION: Following a discussion, it was agreed to accept the quotes for moving the grit bin, removing the unwanted sign, painting and cleaning the finger post on the Small Green, and purchasing two new flags. It was noted that the concrete posts by the Recreation Ground do not need to be removed.**

#### **121/25 Recreation Ground Sidings**

Cllr Chilvers expressed concern regarding the sidings at the Recreation Ground. The field is flooding due to blocked sidings, and it was noted that the overgrowth needs to be cleared to improve maintenance of the area.

**ACTION: Following discussion, it was agreed that the Council will pay up to £1,000 for the clearing of the area.**

#### **122/25 2026 Litter picking Dates**

Several dates were proposed for litter picking in 2026.

**ACTION: Following a discussion, it was agreed that litter picks will be held on Saturday 7<sup>th</sup> March, Saturday 4<sup>th</sup> July, and Saturday 7<sup>th</sup> November, commencing at 9am.**

#### **123/25 Reports**

##### **123.1 Village Hall**

Cllr Fendley reported that the bingo sessions continue to attract a good turnout. It was also noted that the auction will be held in the Village Hall until February 2026.

##### **123.2 Recreation Ground**

Cllr Mingay reported that funding has been applied for a new floor. Should the funding not be secured, painting the floor will be considered. Downham Tool Hire assisted with the removal of a derelict frame from the play area, providing time and equipment free of charge; the Recreation Ground committee will send a thank-you letter.

##### **123.3 Village Green**

Cllr Hitchens reported that the village green is in good condition.

##### **123.4 Footpaths**

Cllr Chilvers reported that the footpaths are a bit muddy but generally in good condition. Issues with dog mess were noted.

##### **123.5 100 Acre Trust**

Cllr Hitchens reported that the next meeting of the 100 Acre Trust will be held shortly. The Trust will review how new trustees are appointed and how funds are allocated.

123.6 Allotments

Cllr Squires reported that the Allotment Association are satisfied with the condition of the allotments. The plots are clean, residents are preparing for spring, and the hedges have been cut back.

**124/25 Planning Applications**

124.1 Results on Applications

None received

124.2 Applications Received

124.2.1 26/00021/F First floor rear extension with two-storey infill, including alterations at The Lodge 2 Lynn Road Wimbotsham King's Lynn Norfolk PE34 3QL

**ACTION: After a discussion, it was unanimously agreed that there were no objections to this planning application.**

124.3 Information Received

None received.

**125/25 Policies**

125.1 IT Policy

125.2 Bring Your Own Device Policy

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

**126/25 Finance Matters**

126.1 Precept requirements 2026/2027

**ACTION: It was unanimously agreed that the Clerk will request £24,530.66, raising the Precept by 1%.**

108.4 Receipts from December 2025

**ACTION: It was unanimously agreed to accept the receipts from November 2025.**

108.5 To approve payments of accounts for December and January 2025

**ACTION: It was unanimously agreed to approve the payments of accounts for December 2025 and January 2026.**

108.6 To approve the bank reconciliation up to the date of the agenda

**ACTION: It was unanimously agreed to approve the bank reconciliation up to the date of the agenda.**

**127/25 It was agreed that the next Ordinary Parish Meeting of the Parish Council will be held on Tuesday, 10<sup>th</sup> March 2026, from 7pm.**

Meeting Closed 8.22pm

Chairman\_\_\_\_\_

Date\_\_\_\_\_

| Accounts to 31 December 2025                  | IN (£)  | OUT (£) | TOTAL (£)                |
|-----------------------------------------------|---------|---------|--------------------------|
| <u>Parish Business Saver Account 00971790</u> |         |         |                          |
| Amount carried forward                        |         |         | <b><u>£56,966.94</u></b> |
| Wimbotsham Current Account                    |         |         |                          |
| Interest                                      | £166.22 |         |                          |
| Credited                                      |         |         |                          |
| Balance                                       |         |         | <b><u>£57,133.16</u></b> |

Parish Community Account 00971782

Amount carried forward **£7,317.53**

Amount credited

Amount debited

|                                 |         |
|---------------------------------|---------|
| K & M Lighting Service          | £58.80  |
| Clerk Salary                    | £231.51 |
| Norfolk Pension                 | £85.72  |
| Lime Tree Printing              | £50.81  |
| Wimbotsham Village Hall         | £80     |
| M Errington Village Maintenance | £1,046  |
| Royal British Legion            | £40     |
| JH Engineering (Village Sign)   | £2,100  |

Total £3,692.84 **£3,624.69**

No outstanding payments

Balance: **£60,757.85**

CIL:

**Balance: £60,757.85**

Chairman \_\_\_\_\_

Date \_\_\_\_\_

### Bank Reconciliation 15<sup>th</sup> January 2026

Represented by bank statements as of 15<sup>th</sup> January 2026

|                                          |            |
|------------------------------------------|------------|
| Wimbotsham PC Community Account 00971782 | £3,577.69  |
| Wimbotsham PC Premium Account 00971790   | £57,133.16 |
| Wimbotsham PC Account                    | £0         |
|                                          | £60,710.85 |

## December Payments

|                                   |           |
|-----------------------------------|-----------|
| Norfolk Pension                   | £85.72    |
| Clerk Payment                     | £224.31   |
| M Errington – Village Maintenance | £180      |
| M Errington – Village Maintenance | £161.50   |
| M Errington – Village Maintenance | £342      |
| Flagmakers                        | £161.50   |
| Church Room Rent                  | £240      |
| Total                             | £1,395.03 |