

# WIMBOTSHAM PARISH COUNCIL

## Minutes of the Parish Council Meeting held on Tuesday 24<sup>th</sup> April 2018 at 7.00pm.

**In Attendance:** Councillors: Jackie Squires (Chair), Simon Bates, Dean Chilvers,, David Fendley, Anne Smith and 2 members of the public.  
Clerk – Pippa Winson

**1/18 To consider apologies for absence.**

Apologies received from Dana Frost and Ian Cable.

**2/18 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.

**3/18 To approve the minutes of the Parish Council meeting on 13<sup>th</sup> March 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.

**4/18 To record Councillors' declarations of interest on Agenda Items.**

None.

**5/18 Public Speaking.**

It was asked whether the village name Wimbotsham could be added to the Speed gates as a welcome to the village. Clerk will contact highways and get quotes for next meeting.

VAS on Lynn Road doesn't appear to be working, clerk to contact highways.

**6/18 Matters arising for items not covered elsewhere on the agenda – info only.**

Small Hall floor has been repaired.

**7/18 Village Hall**

(i) Update – Clerk advised that she had contacted NCC regarding a 'Village Hall' sign at the end of Church Road and they advised that they didn't think that there was a need as the Hall is in the centre of the village. Main hall floor was checked and not an immediate issue. D Fendley appointed as Village Hall representative.

New Village Hall Working Group – Three surveys have been drafted and Kate Penn is putting together one more for those organising events at the hall. Will look into grants and how the surveys can be printed and distributed. Need to know the thoughts of the villagers. Waiting for reply from CAN as to what grants may be available to them.

(iii) Village Hall Trust Document – A Smith and J Squires have been reviewing this using the ACRE model document. Once agreed a solicitor will need to be engaged to formalise this. The Village Hall Committee (VHC) will need to engage a separate solicitor. It is anticipated that the Parish Council (PC) will be the official custodians. S Bates advised that J Gudgeon dealt with documents for the Recreation Ground Committee. J Squires advised that the Charity Commission website also has useful information. The PC would need to draft a Service Level Agreement with the Village Hall Committee so that both parties know what is expected of them and it could include sums which the PC intend to give to support the VHC.

**8/18 Highways**

(i) Potholes at the junction of Lynn Road and A10. Several potholes on West Way. Unadopted roads, it was mentioned that in the past the roads were flattened. S Bates will contact T Stanford to see if he can do this.

(ii) Wimbotsham signs on Speed Gates. NCC has advised that the cost for each sign would be £75.00. It was agreed that this was a good idea. Councillors will look at others around and then decision can be made as to wording and numbers at the next meeting.

(iii) Parish Partnership Scheme. All agreed to sign agreement and contribute £1550.00 towards successful bid for Church Road kerbing.

**9/18 Defibrillator**

Funding application still pending. Clerk contacted National Lottery and they advised that they had omitted to ask for further information which has now been provided.

## **10/18 General Data Protection Regulations**

The PC does not have to appoint a DPO. Clerk drafting policy and information for website

## **11/18 Memorial**

The request for a memorial to PC George William Gutteridge, who was born in the village and was murdered in service, was discussed. It was agreed that an article would be put in the newsletter and that the Church would be asked to do the same.

## **12/18 WW1 Centenary Grant Fund**

- (i) War Memorials Online – J Squires went to update the information and advised that it had already been updated.
- (ii) Funding application – J Squires and A Smith that the WW1 Beacons of Light idea should be taken forward. After the beacon lighting there would be refreshments in the Village Hall. Date is 11<sup>th</sup> November 2018. S Bates believes that there is still paint left from last time so he will ask Chick to see if he can re-paint it.

## **13/18 Representatives Reports – to receive any updates.**

**Recreation Ground** – The deadline for the photography competition has been extended until 28<sup>th</sup> May due to the bad weather. In May a boules/petanque court, and the fence which the Parish Council contributed to, is to be installed. Plans for the Midsummer Fayre are underway.

**Village Hall** – Update already given.

**Village Green** – Christmas Tree still up. Tree work still not been completed.

**Footpaths** – New Trod at the end of West Way has now been completed. Dog mess is an issue here. There is a tree across the path past the top of Honey Hill, S Bates offered to look at this. D Chilvers advised that still temporary repair on the Low Road stile. Village Walks sign in noticeboard at School needs replacing and needs new front. Parking on pavements an issue, J Squires will seek advice on this.

**100-Acre Trust** – No update.

**Allotments** – Look good.

## **14/18 Maintenance**

Light out on Millers Lane.

## **15/18 Newsletter**

Deadline for contributions is 22<sup>nd</sup> April. Newsletter advertisement costings still to be reviewed by S Bates and I Cable. I Cable has asked whether anyone is interested in taking over as editor. Suggested that this is put in the newsletter.

## **16/18 Planning**

Planning application ref 18/00587/F at The Chequers was discussed. The re-use of the building was welcomed but it was felt that a revised design would be more appropriate in the Conservation Area.

## **17/18 Finance**

- (i) On proposal from J Squires and seconded by A Smith, all agreed to renew the NALC subscription which now includes a £30 fee for the website.
- (ii) Agreed cheques to be signed and payments to be made.
- (iii) Accounts to 31<sup>st</sup> March 2018 agreed and signed.
- (iv) Annual Accounts for 2017/18 agreed and signed.

## **18/18 Correspondence in circulation.**

Age UK – donation request

RAF Marham event poster for noticeboard

Various – via email

## **19/18 Councillors concerns and items for next meeting agenda.**

Recreation Ground to submit donation request for Midsummer Fayre.

## **20/18 To confirm the date and time of the next meeting – Annual Parish Council Meeting to follow the Annual Meeting on Tuesday 29<sup>th</sup> May at 7pm.**

Meeting closed at 8.52pm

Chairman:

Date