

# GREAT WITCHINGHAM PARISH COUNCIL

## Minutes of meeting of Great Withingham Parish Council held at Great Withingham Village Hall on Monday 16 May 2016 at 7:50pm.

Present:-

Susie Rowles (In the Chair)

Jane Wisbey

Herbie Burton

Pauline Brown

Alex Manson

David Sayer

David Beaumont

Sonya Blythe (clerk)

Members of the Public

1639	<p><b>Election of Chairman.</b></p> <p>Susan Rowles was nominated and elected as chairman for the following year.</p> <p>The parish council passed its thanks to Jane Wisbey for all the work she had carried out during her time as chairman.</p>
1640	<p><b>Election of Vice Chairman</b></p> <p>Herbie Burton was nominated and elected as vice chairman for the ensuing year.</p>
1641	<p><b>To receive apologies for absence.</b></p> <p>None received.</p>
1642	<p><b>To receive members' declarations of interests for meeting tonight.</b></p> <p>None.</p>
1643	<p><b>To approve the minutes of the last council meetings held on 21 March 2016.</b></p> <p>The minutes were approved and signed.</p>
1644	<p><b>To receive information on matters arising from the minutes not covered elsewhere on the agenda.</b></p> <p>1623 – BDC had agreed to move the dog bin. The clerk would chase progress.</p>
1645	<p><b>To adjourn the meeting to allow public participation.</b></p> <p>Increased litter within the parish was mentioned. The parish council used to pay for a litter picker but there were no parishioners willing to carry it out any more. It was agreed that HB would arrange an event for parishioners to complete this.</p>
1646	<p><b>To consider the purchase of a village sign.</b></p> <p>SR reported that she was chasing for quotes.</p>

1647	<p><b>To Update on Environment Agency</b></p> <p>A visit was awaited from the EA to assess whether any river restoration was required and, if so, whether there was funding available for this.</p>
1648	<p><b>To Update on BDC complaints</b></p> <p>No change to report.</p>
1649	<p><b>To confirm standing orders, code of conduct, risk register, internal controls and financial regulation of the parish council.</b></p> <p>The documents remained unchanged from last year. These were proposed and agreed.</p>
1650	<p><b>To Discuss NCC Highways Issues Affecting Parish</b></p> <p>a) Jon Winnett from Highways had been contacted regarding soundproofing on Weston Hall Road, to protect residents from increased traffic noise. It had been advised that this would not be possible but the clerk would respond asking if any action could be take.</p>
1651	<p><b>To Consider any Outstanding Planning Applications or Planning Matters</b></p> <p>a) An annex had been built at 20 The Street that the PC had not been consulted on. The clerk would contact BDC to ask for a definition of what size a building extension could be without needed planning permission.</p> <p>b) Clayhall Farm Update – the landowner had confirmed that building works would not take place. Broadland would be asked for an update on the spoil and landscaping.</p>
1652	<p><b>To Discuss Finance Issues</b></p> <p>The following payments were <b>agreed</b>:-</p> <p>a) To agree payment of accounts:-</p> <ul style="list-style-type: none"> <li>• Clerk salary, tax and expenses (April and May) £415.34 (standing order for £177.86 paid monthly) (cheque for £59.62 for expenses).</li> <li>• St Mary’s Church (grounds donation) £700</li> <li>• Zurich (annual insurance) £308.35</li> <li>• Village hall (room hire) £30</li> </ul> <p>b) A discussion was held around refunding outstanding money in the Clay Hall Farm fighting fund. An article would be placed within the Wensum Diary asking parishioners if they would like a pro-rata refund or would like the money to go towards the new playground.</p> <p>c) The annual governance statement was read aloud, agreed and signed, and the annual return signed.</p> <p>d) The bank mandate to make Susie Rowles a signatory was signed.</p> <p>e) The village hall committee agreed to share details of the maker of the existing notice board so that an additional one could be purchased.</p>

1653	<p>To discuss correspondence received</p> <p>a) Correspondence had been received concerning the increased speeding throughout the parish. Following discussion it was agreed to invite Highways to the next meeting to discuss this and other matters such as The Street.</p> <p>b) It was proposed and agreed that JW would send the data from the speed camera to Acle police station to evidence the need for a fine-giving camera.</p> <p>c) It was noted that residents of the Old Post Office on Fakenham Road on occasion caused a parking obstruction by parking on the pavement and within a short distance of the junction. The clerk would write regarding this.</p>
1654	<p><b>To discuss Village Hall</b></p> <p>a) Nick Johnson advised that there was nothing to update on, with the playground being an on-going matter.</p> <p>b) A query was raised regarding the natural hedgerow on Hall Walk. NJ would raise this at the next village hall committee meeting as it was the responsibility of the committee to plant trees and a hedgerow.</p>
1655	<p><b>To Discuss Playground</b></p> <p>Following discussion it was proposed and agreed that responsibility for the maintenance and insurance of this piece of land be split with the village hall committee, with the parish council's share being approximately £500. Village hall representatives present agreed this. Once the land was formally owned, work could be carried out around the feasibility of installing a playground.</p> <p>A quote of around £70k had been obtained for a playground and outdoor gym equipment. Additional quotes would be obtained for comparison.</p>
1656	<p><b>To Discuss Public Access Agreements and Public Rights of Way.</b></p> <p>a) The outstanding cases were still being processed.</p>
1657	<p><b>To Raise any Other Matters (items for information only).</b></p> <p>a) The post office had queried the feasibility of moving from The Bridge to the VH. The VH advised that they could try and accommodate this. SR to liaise.</p> <p>b) It was reported that the hedge on Heath Lane had been dug out and replaced by barbed wire. This would be reported. <i>Post meeting note: SR attended the site and there was no barbed wire present.</i></p>

Meeting closed at 21:15

The date of the next meeting was confirmed as  
Monday 16 May, 7.30pm.

Signed: .....  
Chairman