

WIGGENHALL ST GERMAN'S PARISH COUNCIL

An Ordinary Meeting of the Parish Council will be held on Monday 23rd Sept 2024 in the Memorial Village Hall commencing at 7.30 pm.

Councillors are summoned to the above meeting for the purposes of transacting the following business. The Press and Public are welcome to attend. The meeting can be viewed, and you can make representation on agenda items during the public forum, which will not exceed 15 minutes unless directed by the chairman of the meeting.

AGENDA

- 62/24 To open the meeting and receive apologies for absence.
- 63/24 To make declarations of interest for items in the agenda with any requests for dispensation.
- 64/24 To hear reports from visiting Officers.
- 65/24 To hear from the public.
- 66/24 To approve [minutes](#) from the meeting held on 22nd Jul 24.
- 67/24 To consider co-option to fill vacancies for Parish Councillor
- 68/24 **Finance:**
 - a. To approve [payments](#).
 - b. To [reconcile accounts](#).
 - c. Update on banking mandate change – Cllr Harrison to report on online banking status.
- 69/24 **Annual Governance and Accountability Report (AGAR)**
 - a. To receive external audit report and determine actions in response to:
 - i. Transposition error in box 3 ([corrected](#) in Jul).
 - ii. Explanation of [variances](#).
- 70/24 Appointment of Internal Auditor: To consider [Norfolk ALC service](#)
- 71/24 **Play Park Project:**
 - a. To receive update from the Play Park Working Group.
- 72/24 **Planning.**
 - a. Applications to consider:
 - i. [24/01493/AG](#) Agricultural Prior Notification: Agricultural building (30 metres by 12 metres), with a lean to the southern elevation (30 metres x 6 metres). A hardcore/matted area will surround the building. The door to the eastern side will be 5 metres tall and 4.5 metres wide. The land will be accessed by an existing field access from the highway.
 - ii. Late Planning
 - b. Decisions notified by Borough since last meeting:
 - i. [24/01230/AG](#) Agricultural Prior Notification: Agricultural building (30 metres by 12 metres), with a lean to the southern elevation (30 metres x 6 metres). *Refused as Full Planning Application is required*
 - c. To consider implications of [Major Modifications to the Local Plan](#) to the Parish.
- 73/24 **Clerk & Cllrs new reports and updates on actions from previous meetings:**
 - a. Wiggenhall Woodland Creation [updates](#).
 - b. Update on development of proposal for wildflower verges.
 - i. To determine how maintenance of the wildflower verges should be carried out.
 - c. Tree survey quotes to re-let.
 - d. Remembrance Day – Council Representative and wreath.

- 74/24 **Traffic, Highways and PRow matters:**
- a. To receive SAM2 report.
 - b. To receive an update on the protection of the grassed area at School/Sluice Rd.
 - c. To report on the PPS White Gates project and develop an inspection and maintenance plan.
- 75/24 **LT Playing Field:**
- a. LTPF Fire Risk Assessment follow up actions update.
 - b. To receive report on Fire Equipment servicing and PAT.
 - c. LTPF land – to agree to registration with HMLR and solicitor's fee of £750.
 - d. To consider request for Bowls Club storage container siting.
- 76/24 **Memorial Hall playing field:** To determine actions to improve ground conditions:
- a. To agree to mole control [options and quotes](#).
 - b. To review grounds maintenance scope.
 - c. To review the annual play equipment [inspection report](#) and determine action required based on the top ten [issues identified](#).
- 77/24 **Council email and website** update on migration to the Gov.UK email and website system.
- 78/24 **Correspondence:**
- a. Bowls Club HMLR and lease query for their rates correspondence.
 - b. Bowls Club enquiry to site a container for storage.
 - c. Community Cycle Storage Grant hastener. To review progress and decision to proceed.
- 79/24 Cllr reports on new items and items for the agenda for next meeting of the Parish Council to be held on 25th Nov 2024.

Mike Inder

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16 Sep 2024
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