

WIGGENHALL ST GERMANS PARISH COUNCIL

**MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL
HELD ON MONDAY 10th MARCH 2024 at 7.30PM,
CONVENED IN THE MEMORIAL VILLAGE HALL.**

Present:

Parish Councillors: David Rust (Chair), Scilla Ash (Vice Chair), Paul Bridges, Robert Rawlings, David Harrison, Tony Park, and Ben Taylor-Wright.

Parish Clerk: Mike Inder.

Borough & County Councillor: Cllr Brian Long.

Apologies: Cllrs Robert Ward, Julie Massen and David Johnson.

Public: 3

- 22/25 **Opening & apologies for absence:** Cllr Rust opened the meeting and welcomed everyone. He asked those present to pause for a moment of reflection to pay respects to the late long-serving former Cllr and community spirited Mrs Margaret Bunkall who passed away in January. Apologies accepted from the above named.
- 23/25 **Declarations of interest for items on the agenda:** None.
- 24/25 **To hear reports from officers:** B & C Cllr Long provided an update on the devolution proposal, setting out the timetable (Govt decision on the County's proposed structure expected in Sep 25). Potential benefits and threats for the County and local communities were expressed. The new Mayoral authority and Unitary authorities would be elected and in place for May 2028. There is a consultation widely advertised regarding the devolution proposal, and everyone is encouraged to participate in this generational change.
- 25/25 **To hear from the public:** An offer to assist with the wildflower verges proposal was received from a member of the public.
- 26/25 **Approval of Minutes of the meeting held on 27th Jan 25:** Having been previously circulated, the minutes were proposed by Cllr Bridges, seconded by Cllr Rawlings, and agreed as a true reflection of the meeting. The minutes were signed by the chair.
- 27/25 **Finance:**
- To approve payments: The circulated payments list was proposed by Cllr Rawlings, seconded by Cllr Taylor-Wright and approved (Annex A).
 - Reconciliation of accounts: Cllr Rust conducted a sample check of invoices and the bank statements and countersigned the reconciliation summary.
 - Internal Audit – The Clerk reported that the change over to the new Norfolk ALC Internal Appointment system had not gone as advertised and the cost of the auditor offered by Norfolk ALC was seen as too expensive compared to the rate charged for the service more widely. The clerk had secured the services of a registered auditor, and it was proposed to appoint Mrs Judith Lawson by Cllr Ash, seconded by Cllr Harrison and approved.
 - Cllr Harrison reported that he was now in ready to conduct online bank signatory authorisations.
- 28/25 **Play Park Project:** The clerk reported that the FCC grant application had been submitted, and that the outcome would be known in June. The project budget deficit of £721 caused by the rising cost of the project had been covered by a generous donation from Eaubrink Farms, the Council gave a vote of thanks for the donation. If awarded the grant the play equipment could be installed by late Summer.
- 29/25 **Planning.**
- Applications to consider: None.

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- b. Decisions notified by Borough since the last meeting: None.

30/25 **Council Laptop:** The clerk provided an options report, explaining that the Council had been without a laptop since 2020, and that data had been saved on memory devices and used the Clerk's PC and loan of a laptop from one of his other councils for daily work and meetings. This is not ideal from a data protection perspective and with his resignation from one of his council's and having built a reserve to purchase a laptop the time was right to make the purchase. Cllr Rust proposed giving the clerk a budget of £484 for the laptop suggested, plus £30 for a 3 year extended guarantee and further £98 for the MS 365 Apps for Business licence with agreement for annual renewal of the subscription, seconded by Cllr Ash and agreed.

31/25 **Devolution and Local Government Reorganisation:** The Council having listened to the brief by the Cllr Long and raised questions surrounding the devolution and local Govt reorganisation, along with viewing an example response by another local Council, agreed to submit a consolidate response based around the matters raised, the clerk will submit this online.

32/25 **Clerk & Cllrs new reports and updates on actions from previous meetings:**

- a. Wiggshall Woodland Creation, nothing to report.
- b. Wildflower verges: Cllr Harrison reported that the first trial area has not shown any sign of growth and the flooding shortly after sewing seems to have washed it out. It was proposed to try a more cultivated approach on the next junction along and Cllr Harrison would liaise with the volunteer to start the process again.
- c. LTPF Car park project: Cllr Rust having previously notified Council that the CIL Community Grant had been unsuccessful explained the rationale of the panel that Wiggshall St Germans had already had £90k for carpark resurfacing (MH car park); the CIL officer had spoken on behalf of the bid to explain it was for a different area and reason, but it had not swayed the decision. The project will be held on file for resubmission when the opportunity arises.

33/25 **Traffic and Highways Issues:**

- a. SAM2 report: Cllr Bridges provided a summary report on 2 sessions of data collection (Jan/Feb and Feb/Mar) on the entrance to the village at Lynn Rd and Fitton Road. Similar trends with average speed below the speed limit but 50% of the volume were over the speed limit with the 85th percentile being at around 37mph. He proposed to revisit the Fitton Rd site at the next opportunity. The gathering of data ahead of the White Gates road safety initiative will provide a good basis for assessing the effect of the White Gates. The singular excess speed in the region of 75mph could have been an emergency vehicle.
- b. Maintenance of the permitted path on Sluice Road. Cllr Ash followed up on Cllr Harrison's report and having spoken with the Middle Level representative that had helped her establish the permissive path, the maintenance regime was clarified. In the short term it was agreed that the PC should proceed with the proposal to scope for the cutting of brambles along the path and Cllr Harrison agreed to carry out that work and supply the scope and quotes to the clerk for the next meeting.
- c. New warning signage on the School Rd/Fitton Road/Lynn Road junction, no progress since the last meeting.

34/25 **Leonard Towler Playing Field matters:**

- a. LTPF land registration: in progress awaiting update from solicitor.
- b. Report on the proposed Bowls Club storage container siting. Cllr Rust reported that there were administrative errors that has delayed the project along with uncertainty about how the container would be installed on site.
- c. Update on Mole Control: Contract complete and a report was provided. Cllr Rust commented that there are currently no issues.

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- d. To report on a provisional request from AFC Lynn to install/erect a 'Club House' temporary building. The Clerk provided the FC secretary with a template of matters to be responded to in a more detailed proposal prior to permissions being voted on, there has been no response to that yet.
- e. To receive proposal for replacement car park inner fence options. Deferred awaiting AFC Lynn to provide more details on their request for a higher mesh fence that advertising could be installed on.

35/25 Memorial Hall playing field:

- a. Mole Control: Moles are starting to appear again, and it was proposed by Cllr Bridges and seconded by Cllr Harrison to carry out another round of control with the same contractor.

36/25 Correspondence: Nothing requiring further consideration.

37/25 Items for the agenda for the next meeting: Cllr Harrison requested a review of the Newsletter distribution rounds. Cllr Bridges gave his apologies for the next 2 meetings.

The Chair thanked those present for their contributions and closed the meeting at 9.00pm

Signature:

Chair

Date

Prepared by Mike Inder, Clerk to Wiggenhall St Germans Parish Council.

Annex A

Payments for Authorisation since last meeting.

DATE	PAYEE NAME	DETAILS	REF NO	CHEQUE NO / BACS	GROSS AMOUNT
21/01/2025	BC KL&WN	Dog waste collection BC110287806	104	BACS	1,173.12
03/02/2025	EDF	LTPF Elec KI-423638A5-0007	105	DD	60.73
08/01/2025	Hawkins Ryan LLP	Land Search JBE/WIG0023/0001	106	BACS	20.00
13/01/2025	EE	CCTV Sim V02307155123	107	DD	13.48
04/02/2025	Steve Ashton Pest Control	LTPF Moles Inv 45273	108	BACS	120.00
18/02/2025	HMRC	PAYE Mth 11	109	BACS	135.00
28/02/2025	M Inder	Salary Mth Feb	110	BACS	550.13
03/02/2025	BC KL&WN	Dog waste Credit CRNT110289538	111	BACS	-1,173.12
03/02/2025	BC KL&WN	Dog waste collection BC110289632	112	BACS	978.43
10/02/2025	Tamar Telecommunications	Virtual Phone 4122950	113	DD	6.94
12/02/2025	Cozens UK Ltd	Streetlight Maintenance 9151	114	BACS	120.00
20/02/2025	WelMedical Ltd	Defib pads I283883	115	BACS	80.28
24/02/2025	EDF	LTPF Elec KI-423638A5-0008	116	DD	32.60
24/02/2025	EE	CCTV Sim V02317178197	117	DD	13.48
26/02/2025	Wave	Water Rates 14640835	118	BACS	157.93

2,289.00

Income Since the last meeting

21/01/2025	SHAUN HAGEN MOTOR SERVICES	Newsletter advertising	22	BACS	40.00
21/01/2025	Jan Woodruff Counselling Services	Newsletter advertising	23	BACS	40.00
26/02/2024	Crown & Anchor Inn	Newsletter advertising	24	BACS	40.00
03/03/2025	Barclays	Interest 1 Dec - 1 Mar 25	5	Direct	153.66

273.66

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