

WIGGENHALL ST GERMAN'S PARISH COUNCIL

An Ordinary Meeting of the Parish Council will be held on Monday 24th November 2025 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, and you can make representation on agenda items during the public forum, which will not exceed 15 minutes unless directed by the Chair of the meeting.

AGENDA

- 88/25 Opening address and to receive apologies.
- 89/25 To make declarations of interest for items in the agenda with any requests for dispensation.
- 90/25 To hear reports from visiting Officers.
- 91/25 To hear from the public.
- 92/25 To approve [minutes](#) from the meeting held on 22nd Sept 25.
- 93/25 **Finance:**
- a. To note and approve payments.
 - b. To [reconcile](#) accounts.
 - c. Virement from Operating Reserve to IT EMR of £245.20 required to cover spend.
 - d. To consider [draft budget](#) prior to vote at the Jan 26 meeting.
- 94/25 **Governance**
- a. Update on Internal Audit recommendations: Accessibility, Privacy Notice, Leases and review of asset values for Insurance cover. Leases added to next review of Risk Assessment.
 - b. To consider adoption of draft TORs for Cllr areas of responsibility:
 - i. [Finance Steering Group](#).
 - ii. [HR Steering Group](#).
 - iii. [Planning Advisory Group](#).
 - iv. [Play Park Checks](#).
 - v. [SAM2 Management and Risk Assessment](#).
- 95/25 **Planning.**
- a. Applications to consider: None at time of publishing. Late applications to be considered.
 - i. **25/01267/DISC_A**|DISCHARGE OF CONDITIONS 3 AND 4 FROM PLANNING PERMISSION 25/01267/FM - Development of a ground mounted solar array with associated infrastructure, inverters, battery storage, cable routing, security fencing, landscaping and access Land At E558740 N314292 Sluice Road Wiggenhall St Germans.
 - b. Decisions notified by Borough since last meeting:
 - i. **25/01267/FM**| Development of a ground mounted solar array with associated infrastructure, inverters, battery storage, cable routing, security fencing, landscaping and access| Land At E558740 N314292 Sluice Road Wiggenhall St Germans **Application Permitted**
 - c. Report on CIL Training and introduction of [Parish Infrastructure Investment Plans](#) (PIIP).
- 96/25 **Clerk & Cllrs new reports and updates on actions from previous meetings:**
- a. Wiggenhall Woodland Creation updates.
 - b. To ratify the chosen names for the Woodlands schemes.
 - c. Condition of Freebridge property on corner of Mill/Lynn Rd.
 - d. Report of misuse of the dog bin at the Sluice Road bridge to WStMtV.

- 97/25 **Traffic, Highways and PRow matters:**
- To receive SAM2 report.
 - White Gates update. Phases 1 and 2.
 - To receive an update on items discussed with the Highways Engineer, including scheduled repairs, signage and road markings.
- 98/25 **Surrey St Bus Shelter refurbishment update**
- 99/25 **Leonard Towler Playing Field/Pavilion:**
- Car park resurfacing to receive an update on options.
 - Car Park Extension options.
 - LTPF shower tile repairs update.
 - Tree maintenance - Phase 2 update.
- 100/25 **Play Park**
- Update on the Play Park Project progress.
 - To consider supporting an opening event with a budget.
 - To agree [new signage](#). Cost c£50
 - New litter bin at the play park update.
- 101/25 **Newsletter:** To consider publishing a survey to ascertain how the public prefer to access the newsletter with a view to reducing printed copies and delivery and the reliance on advertising to cover costs.
- 102/25 **AGAR Assertion 10 GDPR training:** Update on access to LGA training, and to consider using an alternative free provider www.alison.com
- 103/25 **Correspondence requiring further consideration.**
- Enquiry from the Memorial Village Hall Ctte regarding documentation from the adaptations to facilitate the Post Office.
- 104/25 **Items for the agenda for the next meeting**
- To confirm 2026 meeting dates due to confliction, dates proposed 16th March, 11th May and 21st Sep 2026.
- 105/25 To resolve to exclude the public in accordance with the Public Bodies Admission to Meetings Act 1960 s.1(2) to consider a civic award proposal.

Mike Inder

Mr M G Inder
Clerk – Wiggenhall St Germans Parish Council

17th Nov 2025
clerk@wiggenhallstgermans-pc.gov.uk